

# Allegheny Children's Initiative

2304 Jane Street, Pittsburgh, Pa. 15203



Allegheny Children's Initiative · Citizen Care  
Exceptional Adventures · Milestone Centers  
Partners for Quality Foundation

# Allegheny Children's Initiative

A Partners For Quality Subsidiary

## Position Guide Executive Director

<https://pfq.org>

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## **POSITION: Agency Executive Director**

## **REPORTS TO: Chief Program Officer and Allegheny Children's Initiative Board of Directors**

## **LOCATION: Pittsburgh, Pennsylvania**

Allegheny Children's Initiative is a social services agency located in the South Side of Pittsburgh that provides help to children and families throughout Allegheny County. We are licensed by the Pennsylvania Department of Human Services / Office of Mental Health and Substance Abuse Services and monitored by Allegheny County Department of Human Services / Office of Behavioral Health and Community Care Behavioral Health Organization. Allegheny Children's Initiative is a trauma-informed agency. Staff have been training in the delivery of trauma-informed care, which includes recognizing and addressing the impact of trauma in daily practices and interventions.

We bring families, schools and community organizations together! We help children function at their highest abilities by providing a continuum of behavioral health-oriented services.

We provide the following services:

- Behavioral Health Rehabilitation Services for Children and Adolescents
- Family Based Mental Health Services
- Service Coordination
- Administrative Service Coordination
- Parent Child Interaction Therapy
- Student Assistance Program

Allegheny Children's Initiative provides behavioral and mental health-oriented services to children and adolescents between the ages of 2-21 in Allegheny County.

### **VISION STATEMENT**

People have the opportunity to experience and fully participate in all aspects of life.

### **MISSION**

Partners For Quality Inc., through its family of agencies, supports people by providing services that promote choice, personal satisfaction and the realization of their hopes and dreams.

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## **GUIDING VALUES**

Partners For Quality Inc. shall provide services and supports to assure people:

- Are afforded the human, civil and legal rights described in the Universal Declaration of Human Rights of the United Nations, the United States Constitution and all applicable Federal, State and Local laws and regulations;
- Are treated with dignity, respect and sensitivity to cultural diversity;
- Have opportunities to experience life-long learning;
- Have the best possible physical/mental health and assurances for personal safety and security, with an emphasis on minimizing out-of-home placement;
- Live, work and experience community environments that are personally satisfying;
- Have the opportunity to maintain and/or establish natural supports and reciprocal relationships;
- Have the opportunity to participate as active members of the community and to experience leadership roles;
- Have access to community resources and organizations that are dynamic, receptive, responsive and continuously evolving;
- Make informed decisions affecting their lives from an array of choices; and
- Realize their hopes and dreams and achieve their personal outcomes.

## **ABOUT PARTNERS FOR QUALITY**

Since 2005, Partners For Quality has provided administrative services to its family of nonprofit agencies serving persons with intellectual & developmental disabilities and adults, children & families with behavioral health challenges. These administrative management services include finance, human resources, information technology, fundraising, communications, and staff training and development. By consolidating and overseeing administrative responsibilities, our subsidiaries are able to focus on their top priority: the local people they support.

Partners For Quality is recognized as an integral part of the service delivery system in Allegheny County serving more than 5,000 people annually and employing more than 1,100 people across the organization. Partners For Quality has five subsidiary organizations; Allegheny Children's Initiative, Citizen Care Inc, Exceptional Adventures, Milestone Centers, and Partners For Quality Foundation.

As Partners For Quality and Allegheny Children's Initiative prepare for the future, the next Executive Director will have the opportunity to lead the organization through a thoughtful strategic planning process that will further outline the vision for this vital organization as it moves forward.

Working with a dedicated and engaged Board of Directors as well as a highly motivated and committed Partners For Quality Executive staff, the Executive Director will be afforded the opportunity to chart an ambitious future for Allegheny Children's Initiative that leverages its historical strengths and promotes its community-focused approach to serving children with behavioral health challenges and intellectual and developmental disabilities. Critical in this effort will be

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strengthening the organization's ability to collaborate both internally among staff and externally among key community and regional partners.

## **POSITION SUMMARY**

This Executive Director is responsible for the overall leadership and management of Allegheny Children's Initiative to ensure delivery of the highest quality services. The Executive Director supervises and participates in all activities pertinent to the financial viability of Allegheny Children's Initiative; presents and engages formally and informally to funders, public officials and others whose engagement in the organization are important to its success; articulates the organization's core strengths and its vision for the future; establishes an organizational culture and behavior of trust and collaboration; operates from a client-driven perspective; embraces the challenge of maximizing the potential of the consumers that it serves; in close coordination with the Partners For Quality Executive Team and the Allegheny Children's Initiative Board, directs, manages and evaluates the ongoing financial and operational priorities of Allegheny Children's Initiative; supervises the development and implementation of programs by monitoring performance and evaluation tools and standards used to determine effectiveness; approves and prepares reports submitted to the state, county, federal and other regulatory agencies; and oversees staff, sets performance expectations and drives the positive culture of the organization.

## **CANDIDATE PROFILE**

The candidate we seek will be a proven and effective servant leader with a passion for the mission of Allegheny Children's Initiative. We seek a leader who has been a catalyst in fulfilling an agency's vision, mission and values. This entrepreneurial individual will bring leadership characterized by a visionary outlook, the ability to garner broad community support, sound business and management acumen, the ability to increase the visibility of the organization, and to carry forward major new projects and programs.

We seek a charismatic and relational leader who is mission-focused and dedicated to improving the quality of life for children and youth with behavioral health challenges and intellectual and developmental disabilities. Candidates for this position must have proven leadership qualities to bring vision, direction, a collaborative atmosphere and inspiration to an organization.

The candidate will need to have strong organizational management skills along with the ability to lead project teams and to analyze, develop, implement and lead organizational structure.

The ability to relate to a wide variety of constituents including elected officials, municipal, state and federal bureaucracies, businesses, civic groups, donors, neighbors, regulators, advocates, children and youth with behavioral health challenges and intellectual and developmental disabilities. Successful candidates will have the ability to establish and maintain strong collaborative relationships with funders, potential donors and other sources of financial support.

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Given the revenue streams at the organization, the ideal candidate will demonstrate a proven track record. An understanding of and experience navigating the complexities of an organization of similar size, scope and budget is highly desired. A proven ability to lead employees in an effective team of closely coordinated, highly professional, staff members is a must. This leader will be one who listens intently, is empathetic, energetic and who empowers his/her staff.

The successful candidate will have demonstrated skills in operations and business management. Candidates must have proven success in providing mission-driven services utilizing sound business principles. Experience making strategic decisions in program design, development, and management in pursuit of board goals is expected.

S/he will be a leader who communicates the agency's mission with enthusiasm and compassion through his/her strong communication skills. Solid presentation, written and verbal messaging skills are required, along with proficient computer skills and the ability to use analytics/metrics to drive strategy and decision making.

The Executive Director candidate must have at least 5 years of Community Based Mental Health experience along with 10 years of leadership/management experience. A graduate degree in a human service-related field. Affiliation with and leadership in local, state, or national professional or trade associations related to human services is a plus. A valid Driver's License and all applicable clearances are required.

## **BENEFITS**

The incumbent of this position would be eligible for our full benefits package which includes health, dental and vision insurances, multiple flexible spending accounts, a generous amount of paid time off, retirement savings plan with employer match and many other benefits, discounts and programs.

## **HOW TO APPLY**

Please send a current resume, letter of introduction and salary requirements to **Julie Padak**, Director of Recruitment and Retention for Partners For Quality at [careers@pfq.org](mailto:careers@pfq.org).

If you need any assistance or require an accommodation to apply please contact us at 412-446-0700.

*Fully qualified applicants need only apply.*

For more information about Partners For Quality, please visit <https://pfq.org/>.

**Partners For Quality and our family of agencies is an Equal Opportunity Employer  
EOE**