

Partners For Quality

250 Clever Rd. | McKees Rocks, PA 15136
412-446-0700



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

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Position Guide Executive Director Quality / Compliance

<https://pfq.org>

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POSITION: Executive Director Quality / Compliance

REPORTS TO: Chief Program Officer

LOCATION: McKees Rocks, Pennsylvania

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.

VISION STATEMENT

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

MISSION

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

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;

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- 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.

POSITION SUMMARY

This Executive Director is responsible for the overall leadership and management of all quality and compliance functions for Partners For Quality and its subsidiary corporations. This Executive Director presents and engages formally and informally to funders, public officials and others whose engagement in the organization is 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 individuals that it serves; in close coordination with the Partners For Quality Executive Team supervises the development and implementation of plans and 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 Executive Director will be a proven and effective servant leader with a passion for the mission of Partners For Quality and its subsidiaries. This leader will be 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.

The Executive Director is a charismatic and relational leader who is mission-focused and dedicated to improving the quality of life for individuals with intellectual and developmental disabilities and behavioral health challenges. The Executive Director is expected to have proven leadership qualities to bring vision, direction, a collaborative atmosphere and inspiration to the organization.

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.

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The Executive Director candidate must have at least 10 years of experience in human services, non-profit or medical field along with 5 years of leadership/management experience. A graduate degree and 3 years of progressive quality assurance and compliance experience **or** a bachelor's degree in human services and 5 years of progressive quality assurance and compliance experience is required. 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.

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**