

December 15, 2011

**Position Announcement:**

**Chief Executive Officer, Missouri Coalition of Children's Agencies (MCCA)**

The Missouri Coalition of Children's Agencies is seeking a recognized leader in child and family policy to lead the organization into the future. A 501(c)(3) nonprofit corporation, MCCA is a membership organization focused on serving members through a Network that supports members to provide innovative and effective services to children and families through leadership, advocacy and training.

MCCA is governed by a member board of directors. Directors are elected by the general membership. Additional information about programs and advocacy can be found at [www.e-mcca.org.org](http://www.e-mcca.org.org).

The Chief Executive Officer reports to the Board of Directors and oversees all operations, programs, staff and activities of the association within budgeted guidelines.

Key Responsibilities include:

- Planning and operation of annual budget
- Establishing employment and administrative policies and procedures for all association functions and for the day-to-day operation of the business.
- Serving as the primary spokesperson to MCCA members, the child and family community, the media and the general public.
- Working with the staff and volunteers to implement the Association's advocacy policy as adopted by the MCCA board.
- Managing an effective membership services program, including training opportunities
- Strategic planning and implementation
- Establish and maintain relationships with various public and private organizations throughout Missouri, and utilize those relationships to strategically enhance MCCA's effectiveness and the quality of services provided to children in Missouri.

Ideal candidates should be dedicated to maintaining the focus of the association in embracing the organization's mission of advocacy, networking and training, while exploring how MCCA can improve the well-being of children in collaboration with other organizations.

The ideal candidate will bring a variety of experiences and attributes to MCCA, including:

- Strong communication skills, written and verbal, with a willingness to embrace new technologies
- 5 years experience in advocacy work, with experience in Missouri and at the national level preferred.
- Experience with legislative issues and process
- Ability to manage through change and serve as a change agent consistent with MCCA strategic planning goals
- Ability to create a vision and lead through implementation
- Willingness to meet with members, building relationships and be visible leader of association
- Bachelor's degree or higher
- Availability to work from Jefferson City as the position requires.

Salary will be competitive and commensurate with qualifications and experience.

**Interested applicants should submit a cover letter and resume as follows:**

**1) By mail:**

**Attn: Search Committee**

**MCCA**

**213 East Capitol, Suite 101**

**Jefferson City, Missouri, 65101**

**2) By Fax: (573) 635-9848**

**3) By email: c/o Linda@e-mcca.org**

**Missouri Coalition of Children's Agencies is an equal opportunity employer**