

# ByalaSearch LLC

## **CHIEF DEVELOPMENT OFFICER**

**ByalaSearch LLC** is pleased to announce that our firm has been retained by Child First Inc. to identify candidates for the position of Chief Development Officer.

### **About CHILD FIRST INC.**

Created in 2001, Child First (CF) is an evidence-based, two-generation intervention that works with very vulnerable young children (prenatal through age 5) and their families, providing intensive, home-based services to decrease the incidence of serious mental health problems, developmental and learning disabilities, and abuse and neglect. They are a nationally recognized leader in home visiting as one of only nine of the federally approved evidence-based models that is providing services, funded by the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) program.

Since 2010, Child First has built a statewide Network of 14 affiliate agencies in Connecticut, across all counties, and recently has expanded to one county in Florida and 25 counties in North Carolina. Child First, Inc., which serves as the model's National Program Office (NPO), was incorporated in 2012. The NPO, which has grown from three to 17 (soon to be 20) staff over the past five years, oversees and supports the Child First Network of affiliates across the country, providing training, analyzing implementation data and insuring model fidelity.

Child First currently serves 1,000 children and their families each year in Connecticut and expects to serve another 700/year in Florida and North Carolina. Over 25 states have inquired about implementing the Child First model. The Child First Network of affiliates have program budgets totaling over \$17 million, and the NPO has an operating budget of \$5.56 million (FY18).

The Child First model is informed by research which clearly demonstrates that early experiences and relationships play a vital role in early brain development. When young children grow up in environments where there is violence, neglect, mental illness, or substance abuse, the stress can be toxic to young children's developing brains. Child First helps parents protect and heal their children from traumatic stress by ensuring that the parent-child relationships are nurturing and responsive, and that families are connected with needed services. Child First provides intervention with a team of a Master's level mental health clinician and a Bachelors level care coordinator. The model has strong evidence, including a randomized controlled trial, demonstrating the effectiveness of this intervention, and ongoing analysis of outcomes over the past seven years.

## Primary Function

Child First is searching for a highly motivated professional to become the first Chief Development Officer at this rapidly growing organization. This is an exciting opportunity for a high energy, mission-driven professional to work closely with the founder and CEO to develop a new department that can facilitate and support scaling of our innovative, evidence-based model. Reporting to the CEO, the CDO will be responsible for creating and sustaining relationships with major national and state foundations, individuals and families, and corporate funders, as well as exploring public funding opportunities (local, state, and national) that can raise a target \$2 million for FY19 to support Child First. S/he will oversee a broad spectrum of grant related functions that include managing grant cycles with existing funders and creating compelling proposals, reports, and newsletters that thoughtfully communicate Child First's successes and challenges. Because this position is new, the CDO will have the opportunity to design, build infrastructure, and implement a comprehensive development plan, in collaboration with Child First Senior Leadership. S/he will also improve and organize marketing and communications to support fundraising and expansion goals, targeting high net worth individuals and organizations.

## Position Description

### Responsibilities of the Chief Development Officer:

- Design and build infrastructure and implement a comprehensive development plan, in collaboration with the Child First CEO, COO and the Board Development Committee
- Identify, cultivate, and oversee the solicitation and securing of grants and gifts from national and local foundations, individuals and families, and corporate donors for the development and expansion of new and existing programs
- Develop and maintain close working relationships with the philanthropic community, and with individual and institutional donors
- Work collaboratively with the CEO, COO and National Program Officer to strategically support the development of national expansion
- Research the funding landscape and opportunities in potential new replication localities, in collaboration with the COO and National Program Officer
- Oversee tracking and identifying of appropriate funders at the local, state, and federal levels
- Track and manage reporting requirements of all grants and ensure timely submission of all required reports in coordination with the Finance, Program and Data Departments
- Develop and maintain an information system to track all leads and contacts with funders
- Craft compelling written materials to communicate with donors (current and potential) and others who can support Child First, including annual reports, newsletter articles, email announcements, grant proposals and reports, and acknowledgement letters; support the further development of Child First's social media presence
- Develop a strategy and oversee the production of fundraising messaging and materials through publications, website, videos, and other appropriate media

- Work in closely with the CEO and collaborate as a member of the Child First Leadership Team, including the COO, National Program Officer, National Clinical Director, Connecticut Clinical Director and Data and Quality Enhancement Officer

### **Ideal Skills and Experience:**

- Documented ability and experience building strong relationships with diverse stakeholders
- Excellent written and interpersonal communication skills
- Experience collaborating and working as part of a team
- Demonstrated eye for detail and the ability to multitask in a fast-paced environment
- Willingness to learn and creatively problem-solve
- High degree of discretion dealing with confidential information
- Excellent computer skills, particularly with Word, Excel, and PowerPoint
- Minimum of a Bachelor's degree, Master's preferred
- Five to 10 years of demonstrated success in development in the non-profit arena

### **Key Characteristics:**

The Chief Development Officer is a highly organized team player, able to operate within a national network with enthusiasm and insight. He/she has the intelligence, maturity, and presence to garner the trust and confidence of the organization's Board leadership, its staff, and other constituents. The successful candidate is a self-starter with the desire and ambition to work in an organization that is evolving and complex. He/she is proactive, highly organized, and takes initiative to achieve goals. The CDO is a bold and fearless leader who is open to change while simultaneously having the perseverance and dedication to evaluate all possible directions. The candidate will have superior communication skills with a clear and persuasive presentation style. He/she will have a deep commitment to improving the lives of vulnerable children and families.

Kindly send nominations or expressions of interest to:

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