

# 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.

Founded in 2001, Child First (CF) is a national leader in home visiting and early childhood mental health. It is one of only 19 federally designated, evidence-based, home visiting models authorized to provide services through the national Maternal, Infant, and Early Childhood Home Visiting (MIECHV) program. The quality of Child First's work has been recognized by the Social Impact Exchange, Harvard Center on the Developing Child, Pew Home Visiting Campaign, Zero to Three, National Conference of State Legislators, Coalition for Evidence-Based Policy, National Registry for Effective Programs and Practices, Colorado Blueprint, and Connecticut and American Hospital Associations.

The 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. As an evidence-based, two-generation intervention that works with very vulnerable young children (prenatal through age 5) and their families, they provide intensive, home-based services to decrease the incidence of serious mental health problems, developmental and learning disabilities, and abuse and neglect. The model has strong evidence, including a randomized controlled trial, demonstrating the effectiveness of this intervention, and ongoing analysis of outcomes over the past seventeen years.

Child First has built a statewide Network of 15 affiliate agencies in Connecticut across all counties, partners with three affiliate agencies in Florida to deliver services in Palm Beach County, and currently serves 25 counties in North Carolina. At present, over 1,500 children and their families are served annually. The Child First Network of affiliates have program budgets totaling over \$17 million, and the National Program Office (NPO) has an operating budget of approximately \$4 million. Over 25 states have inquired about implementing the Child First model. Child First is currently undertaking a strategic planning process to determine how to scale the organization to meet the significant demand for its services.

## Primary Function

Child First is searching for a highly motivated professional to become the first Chief Development Officer at this rapidly growing national 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 will 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, state, and local foundations, as well as family foundations and high-net-worth individuals, in order to raise a target \$2 million in FY20 and grow this figure each successive year. 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. 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 Child First's fundraising and expansion goals.

## 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, working effectively within the collaborative culture of the NPO. 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.

## 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 Board of Directors.
- Identify, cultivate, and oversee the solicitation and securing of grants and gifts from foundations and high-net-worth individuals for the development and expansion of new and existing programs
- Create compelling grant proposals and oversee all aspects of the grant submission process.

- Develop and maintain close working relationships with the philanthropic community, and with individual and institutional donors
- Work collaboratively with the CEO, COO and Chief Program Officer to strategically support the development of national expansion
- 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
- With support from Communications staff, 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, and acknowledgement letters
- Develop a strategy and oversee the production of fundraising messaging and materials through publications, website, videos, and other appropriate media
- Work closely with the CEO and collaborate as a member of the Child First Leadership Team, including the COO, Chief Program Officer, National Clinical Director, Connecticut Clinical Director, and Data and Quality Enhancement Officer

## Ideal Skills and Experience

- Five to 10 years of demonstrated success in development in the non-profit arena
- 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

Kindly send nominations or expressions of interest to:

Lisa Byala  
 Principal  
 ByalaSearch LLC  
[cfcdo@byalasearch.com](mailto:cfcdo@byalasearch.com)  
 T: (212) 547-9536  
[www.byalasearch.com](http://www.byalasearch.com)

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