

Job Description
Chief Executive Officer

Capitol County Children’s Collaborative is a non-profit (501c3) care management organization serving children aged 5-21 with emotional, behavioral, and/or substance abuse challenges or physical, developmental, or intellectual disabilities in Mercer County, New Jersey. We currently serve over 1,000 children and youth.

We are deeply focused on the wellbeing of the children and families in our care. CCCC works to build the emotional strength, confidence, and resilience of children and families to enable them to live out their lives in happiness and with purpose. We believe that children and their families are remarkably resilient and are more than capable of positive growth and development when provided with effective community-centered service and support.

In this role the CEO leads the organization in carrying out its mission, values, and vision and is responsible for the effective stewardship of its resources. The ideal candidate will possess deep knowledge and experience in nonprofit management, a passion for serving vulnerable populations, a commitment to excellence, and experience navigating the system of care in NJ.

Key responsibilities include:

- **Leadership and Management:** Lead the organization in developing and implementing plans and initiatives to advance its goals and objectives. The CEO must be attuned to existing and emerging needs within the community and have the vision, creativity, and drive to proactively identify opportunities for partnerships and collaborations that benefit those in our care.
- **Program Quality:** CCCC prides itself in providing relevant, effective, and efficient care management programs and services to young people and families. The CEO oversees the development and implementation of comprehensive care management programs and services, ensuring they meet the needs of the families and comply with regulatory requirements.
- **Financial Stewardship:** Understand the organization's budget and financial resources, including revenue generation, expense management, and financial reporting.
- **Key talent:** Because our staff is key in providing quality service, the CEO must be extremely adept at managing and retaining a large and diverse workforce.
- **Planning for the Future:** Plan for and lead the organization in response to upcoming changes in the care management industry, law reform, regulatory changes, as well as the changing and evolving needs of the communities we serve.
- **Adhering to the highest ethical standards and complying with applicable laws and regulations**

- The New Jersey Department of Children and Families and Medicare are important stakeholders, and the CEO will have established relationships with these organizations and a thorough familiarity with policies and procedures.
- Board collaboration: Work closely with the Board of Trustees to provide regular updates, seek their guidance, and ensure effective governance and compliance.

Qualifications

- Masters degree in relevant field or equivalent experience
- Minimum of 10 years of involvement with the New Jersey System of Care, including at least five years of progressively responsible managerial experience.
- A proven record of successfully managing people.
- Exceptional communications skills.
- Experience in leading organization-wide strategic planning.
- Ability to thoroughly understand financial statements and reports and apply that understanding to the operation of an organization.

Benefits and Compensation:

Competitive compensation with a generous benefits package

How to apply:

Qualified candidates must submit their resumes along with a cover letter to execsearch@harmonihhr.com with “CEO-Capitol County Children’s Collaborative” in the subject line.

For additional information about Capitol County Children's Collaborative, visit our website www.capitolkids.org.