

Chief Executive Officer (CEO) - Communities in Schools

Location: Waco, TX

About Us

At Communities in Schools, we believe every student deserves a chance to succeed! We are dedicated to making a lasting impact on the lives of students in Waco, TX, and beyond. Join us as our CEO and lead our organization toward achieving our mission!

As our CEO, you will guide the organization towards its strategic goals, foster community partnerships, expand development sites, and deliver outstanding youth programming services. This is your chance to make a real difference!

Salary Range

\$90,000 - \$125,000 per year

Qualifications

Education and Experience:

- Master's degree in a relevant field or equivalent professional experience.
- At least ten years of experience managing or directing service delivery organizations.
- Proven success in securing funding, planning, and expanding programs and budgets.
- Prior experience working with a Board of Directors is highly desirable.

Skills and Abilities:

- Exceptional discretion and judgment on significant matters.
- Strong administrative and analytical skills.
- Excellent written and oral communication.
- Collaborative decision-making and financial management.
- Proficient with computers.

Key Responsibilities

- **Board Coordination:** Lead financial and programmatic operations with the Board of Directors.
- **Employee Leadership and Development:** Lead all aspects of hiring and development of staff to deliver outstanding services.

- **Program Development:** Implement the Annual Operations Plan, Five Year Strategic Plan, and Resource Development Plan.
- **Program Operation:** Ensure compliance with all Board-approved policies and required conditions.
- **Fundraising and Grant Writing:** Lead efforts to secure funding from foundations, corporations, and government entities.
- **Fiscal Controls and Budget Management:** Lead the organization's budget and advise on fiscal improvement opportunities.

Essential Attributes:

- Passion for our mission, serving as a role model for staff, board, and volunteers.
- Strong public relations skills to represent the organization effectively.
- Ability to build and maintain relationships with key team members.

Equal Opportunity Employer Statement:

Communities in Schools is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Accommodation Statement:

We are committed to providing reasonable accommodations to individuals with disabilities. If you need assistance or an accommodation due to a disability, please contact us at [\(254\) 554-2132](tel:2545542132).

Join Us

Be a part of our ambitious mission to ensure every student has the support and resources they need to succeed. Apply now and make a difference in the lives of students at Communities in Schools!