



CEO OPPORTUNITY FOR SAFE HAVEN FAMILY SHELTER

safehaven.org



Safe Haven
Family Shelter

Our Vision

To eliminate family homelessness in Middle Tennessee.

Our Mission

Lead our community's efforts to house, support, empower and advocate for families experiencing homelessness.

Safe Haven has 39 years of experience in the changing field of family homelessness with proactive programs, evidence-based practices and trauma-informed care. We increasingly play a leadership role in education and advocacy to address this community-wide issue.

Safe Haven is the premier shelter-to-housing program in middle Tennessee that accommodates families experiencing homelessness. Our housing first model, coupled with transformative services provides families with the resources and tools to achieve lasting self-sufficiency, stable employment and secured housing. Through shelter and housing programs, Safe Haven can serve 100-120 families concurrently, and over 300 families annually.

Safe Haven Family Shelter, located in Nashville, Tennessee, is searching for a dynamic, innovative leader who has a passion for serving families experiencing homeless to serve as the organization's Chief Executive Officer. Safe Haven Family Shelter CEO will lead a staff of 50 with an annual operating budget of \$6 million. Safe Haven Family Shelter is engaging Nonprofit Leadership LLC to facilitate a professional executive search.

QUALIFICATIONS:

- Bachelor's degree required– (Master's degree preferred)
- 10+ years' experience in the social service field and nonprofit management
- Collaborative and empathetic leader with strong emotional and cultural intelligence
- Demonstrated track record of fundraising success
- Proven skills in internal and external communications
- Experience in developing strategic community partnerships
- Alignment with Safe Haven Family Shelter organizational values

KEY RESPONSIBILITIES/ESSENTIAL DUTIES:

Board of Directors Liaison — The CEO reports to the Board of Directors (BOD). The CEO should cultivate a strong and transparent working relationship with the Board and ensure open communication about the measurement of financial, programmatic, and impact performance against stated milestones and goals. The CEO actively serves on BOD committees as well as special committees and projects authorized by the BOD. The CEO works with committee chairs to plan and coordinate their work and facilitate the implementation of approved plans.

Advocacy — The CEO is the organization’s public face and should have comprehensive and authoritative knowledge of the best practices relative to the experience of homelessness (or the ability and eagerness to learn). The CEO needs to be knowledgeable of the “cutting edge” short- and long-term homelessness solutions, such as Housing First, harm reduction, the impact of trauma, case management basics, and other issues related to the experience of poverty. The CEO effectively communicates and interprets best practices to the community at-large (individuals, media, civic leaders, and city/county government leaders).

Fundraising and Resource Development — The CEO inspires and partners with the BOD Development Committee and the agency’s Development Department to reach new levels of success in fundraising and resource development to meet the organization’s financial goals. The CEO helps in the developing, interacting and soliciting of donations from private, public and corporate sectors and helps to guide the BOD and Development Department towards the conclusion of revenue-generating activities including events, grant writing, and other fundraising streams.

Internal Leadership— Working in cooperation with senior leadership, the CEO is responsible for directing, mentoring, and evaluating the staff to achieve Safe Haven Family Shelter’s goals and objectives. The CEO is the creator of the organizational culture and should work to create encouraging work culture for the 50 employees. The ideal CEO should foster positive internal communication and collaboration, while leading diversity and equity initiatives internally.

Building Operations —The CEO is responsible for ensuring the agency’s facilities are safe, clean, and well-maintained.

Communications — The CEO is the “storyteller” and “messenger” of the Safe Haven Family Shelter narrative. Effective and persuasive communications and writing skills are required, along with demonstrated experience in public speaking.

Community Networking — The mission of ending and preventing homelessness is a community issue, and Safe Haven Family Shelter does not exist in isolation when addressing these issues. The CEO works collaboratively and cooperatively with the varied community partners to nurture such partnerships both locally and nationally.

Financial integrity and transparency — The CEO must have a thorough knowledge of nonprofit financial accounting and reporting requirements.

SALARY & BENEFITS:

The salary range is \$140,000-\$155,000 annually.

Safe Haven Family Shelter is pleased to offer a generous benefits package to all full-time employees, including medical, dental, vision and life coverage, a competitive retirement plan, generous vacation time, sick leave, mental health days, and holidays.

HOW TO APPLY:

To officially apply, email a resume and cover letter to elle@nonprofit-leadership.com by **April 5th**. In the cover letter, please address your specific experience and passion towards Safe Haven’s mission and vision.

Safe Haven Family Shelter is an equal opportunity employer and does not discriminate on the basis of race, color, gender, religion, age, sexual orientation or identity, national or ethnic origin, disability, marital status, veteran status or any other occupationally irrelevant criteria.