

## *Position Profile*

*On behalf of our client, Jeremiah Program,  
CohenTaylor Executive Search Services  
is conducting a retained executive search for its*

Chief Executive Officer



**Jeremiah  
Program**

## Jeremiah Program at a Glance

- Founded in 1993, Jeremiah Program has, to date, touched the lives of nearly 3,500 women and children
- National Headquarters in Minneapolis, MN
- Jeremiah Program has campuses in:
  - Minneapolis and St. Paul, MN
  - Austin, TX
  - Fargo, ND
  - Boston, MA
  - Brooklyn, NY
  - Construction is set to begin in Rochester, MN in 2019
- Core values:
  - Stewardship
  - Healthy Relationships
  - Entrepreneurship
  - Respect
  - Outcomes
- Society receives nearly \$16mil net benefits per 100 program graduates
- 89% of children in Jeremiah's Child Development Centers are performing at or above age-appropriate benchmarks in at least four out of five development areas
- Five core elements of Jeremiah Program's holistic model:
  - Support for career-track, college education
  - Quality early childhood education
  - Safe and affordable housing
  - Empowerment and life skills training
  - Supportive community
- \$10m operating budget

To learn more about Jeremiah Program, please visit:

<https://jeremiahprogram.org/>



## The Organization

Jeremiah Program offers one of the nation's most successful strategies for transforming families from poverty to prosperity—two generations at a time. Jeremiah prepares determined single mothers to excel in the workforce, readies their children to succeed in school, and reduces generational dependence on public assistance.

Jeremiah's proven, holistic approach begins with establishing a supportive community for single mothers to pursue a career-track, college education. Through a combination of quality early childhood education, safe and affordable places to live, empowerment and life skills training, Jeremiah families are stabilized and able to find a path out of poverty.

## The Mission

To end the cycle of poverty for single mothers and their children, two generations at a time.

## The Vision

A world where single mothers and their children prosper.

## The Opportunity

Be a part of the movement! Join a committed staff and board who are dedicated to helping young women further their education and simultaneously prepare their children for success in school and life. Jeremiah Program provides the opportunities and tools while young mothers, most of whom come from challenging backgrounds and life situations, do the work. This unique blend of high expectations and holistic support works for mothers and children alike. This program serves as a nationwide model for breaking a cycle of poverty and helping a family prosper. Visit [jeremiahprogram.org](https://jeremiahprogram.org) for more program information. Engage with Jeremiah Program on social media: [Facebook](#), [Twitter](#), [LinkedIn](#), and [Instagram](#).

## Programs

Five core pillars, supported by personalized coaching, form their holistic two-generation model:

### Support for a Career-Track, College Education

A college degree creates a path out of poverty for low-income single mothers. Jeremiah’s professional coaches help women set educational goals, choose a career-track path, and get into and through their degree program. This individualized support promotes a culture of accountability and success.

### Quality Early Childhood Education

On-site or partner early childhood centers provide the high-quality education that lays the crucial foundation for academic achievement, social success, and economic productivity. Jeremiah coaches parents to become partners in their children’s education.

### Safe & Affordable Housing

Jeremiah Program offers young mothers and their children safe and affordable housing or, with non-residential programs, ensures that such housing is in place. The stability provided by this housing allows women to grow as parents, succeed as students, and prepare for career-track professions.

### Empowerment & Life Skills Training

Empowerment is the catalyst for young women to change the direction of their lives. This required course promotes accountability and a deep understanding of how beliefs impact outcomes. Jeremiah women participate in weekly life skills training in career development, economic independence, physical and emotional health, and positive parenting. Jeremiah coaches participants to integrate skills into everyday actions.

### Supportive Community

The supportive community begins with the Jeremiah sisterhood; by taking this journey together the women grow in self-confidence and develop cooperative relationships. Coaches work one-to-one offering women support, advice, and accountability in dealing with daily challenges and opportunities. Dedicated volunteers extend women’s access to community resources and networks, resulting in expanded social capital for Jeremiah families.

### National Reach – Local Impact

Jeremiah Program operates nationally in five states. Jeremiah Program currently has both residential and non-residential campuses in:



\*Location of the original campus and National Headquarters



## The Role

Jeremiah Program is currently seeking a visionary national leader as their next Chief Executive Officer. This is an incredible leadership opportunity to leverage this innovative and proven two-generation model and drive national growth. This high-profile Chief Executive Officer, working collaboratively with the National Governing Board of Directors, has overall responsibility for leadership and management of Jeremiah Program, a thriving 501c3 based in the Twin Cities of Minneapolis and St. Paul.

The CEO ensures the programming, operations, fundraising, marketing, human resources, technology, and fiscal activities are effectively implemented across the organization and consistent with the mission of Jeremiah Program. As the visible spokesperson for this growing national organization, the CEO is responsible for interpreting the vision, mission and programs to the National and Community Boards, staff, strategic partners and the greater public.

## Reporting Relationships

The Jeremiah Program CEO has a team of 5 direct reports and a total team of nearly 100 people. The direct reports include:

- Chief Operating Officer
- Chief Advancement Officer
- Chief Financial Officer
- Human Resources Director
- Executive Assistant

Executive Directors in each Jeremiah Program location report to the Chief Operating Officer.

## General Responsibilities

### Organizational Leadership:

- Inspire, lead and grow Jeremiah Program staff to ensure the continued development and management of a professional and impactful organization
- Promote a culture of workforce inclusion, professional development, and recognition to enhance employee performance and the pursuit of best practices throughout the organization
- Build a culture of trust and collaboration, breaking down silos and ensuring staff are working collectively toward common goals

- Provide experiential and developmental opportunities for staff at all levels throughout the organization
- Ensure a focus on identifying and attracting top talent and building a strong succession pipeline

#### External Relations:

- Serve as the chief spokesperson and advocate for Jeremiah Program; promote and represent the message and interests to various constituencies including donors, corporations, volunteers
- Expand the visibility and the profile of Jeremiah Program nationally
- Create and maintain productive and collaborative relationships with all key stakeholders including donors, community leaders and other partners

#### Fundraising/Financial/Brand Management:

- Lead fund development activities to cultivate new donors including individual, corporate, government, and national foundations to ensure the financial strength to meet long term goals
- Oversee the budget, ensure financial controls are in place; set financial priorities to enable Jeremiah Program to operate in a manner that supports the needs of program and staff
- Formulate and execute comprehensive marketing, branding, and development strategies that will ensure consistency across the organization and enhance resource development

#### Operations:

- Lead the National office operations of Jeremiah Program including IT, Human Resources, Fundraising, Finance, Marketing and Programs
- Create an environment in which local Jeremiah Program leadership thrives. Executive Directors in each location report to the COO and receive input and support from a local Community Board of Trustees, responsible for community-based fundraising and oversight. The CEO has significant interaction with the Trustees and Executive Directors, with ultimate accountability for Jeremiah Program's success across all locations

#### Board Relations:

- Cultivate a strong and transparent working relationship with the National Board of Directors, provide open communication about the measurement of financial, programmatic, and operational performance
- Provide the National Board with periodic reports regarding progress against short and long term objectives
- With the National Governing Board of Directors, recruit new National Board members as necessary. Support continued growth in capacity, talent and diversity of the Board
- Make appropriate connections between Community Board of Trustees' input and feedback to Committee Chairs and other National Board Members as appropriate



“As a relatively new mom, I have a desire to give my children every opportunity available. Jeremiah’s approach of breaking the cycle of poverty two generations at a time goes right to the heart of that sentiment. It’s also a wonderful way to contribute to a program that has an immediate, local impact.” - Rebecca Winnick Hammond, Donor

## The Ideal Candidate

The ideal CEO will be an inspirational and visionary leader who will actively lead Jeremiah Program through continued expansion and change management. As the primary external face of the organization, the CEO will lead with passion and authenticity to promote the vision of Jeremiah Program in order to build trust with key external stakeholders and donors. The successful candidate will have the ability to motivate and inspire others. The new CEO will be highly relational, with proven ability to lead a complex, multi-site national organization or related.

While no one candidate will have all the criteria enumerated below, the ideal candidate will possess many of the following professional and personal traits and experiences which align with Jeremiah Program’s Five-Year Strategic Plan elements: ***Growth, Pursue Excellence & Innovation, and Measure Impact.***

### Experience:

- Proven experience (preferably 8-10+ years) leading a complex multi-site organization in the nonprofit, corporate, or government sector where there are multiple and diverse constituencies
- Ideally, experience in working with women and children, two generation models, marginalized populations, poverty or related
- Experience leading an organization through a significant growth
- Experience in complex change management and capacity building
- Experience working with a mission-driven organization, either directly in a leadership role or as an engaged Board member
- Proven complex and comprehensive fundraising experience, including working with national foundations and solicitation of significant major gifts
- Possess a command of relevant details and experience measuring results and impact
- Experience reporting to and/or working with a Board of Directors

### Leadership Attributes:

- Servant leader with a proven ability to mentor, coach, and lead staff in diverse roles to achieve results; a leader that people want to follow
- Compelling communicator who is credible, resilient, authentic and motivational
- Collaborative builder of productive relationships both internally and externally with a wide network of complex constituencies; ability to lead through conflict
- Demonstrated commitment to diversity, social justice, equity and fairness and an ability to relate to people from all backgrounds
- Act with the highest level of integrity and commitment to organizational goals and objectives.
- Entrepreneurial and skillful decision-maker who is not afraid to take on complex challenges
- Ability to contribute constructively and proactively to a change management process
- Active listener who is curious and brings an ability to understand various points of view
- Passionate, with a strong presence expressed with empathy, confidence and enthusiasm

### Desired Capabilities:

#### Sparking other’s motivation

- Authentic

- Inspiring
- Passionate

**Leading Others**

- Empathetic
- Active Listener
- Collaborative
- Approachable
- Relational

**Strategic Thinker**

- Entrepreneurial
- Visionary
- Forward Thinker
- Customer Intimacy Focused

**Personal Agility**

- Resilient
- Confident
- Curious, Life-long Learner

**Additional qualifications:**

- Bachelor's degree required
- Master's degree or advanced training preferred
- Travel 25-50%

“Being in Jeremiah Program helped me realize I could be so much more, that I could become something and show my son that anything is possible.”

-Takiia, Jeremiah Program participant, Boston

**For more information or to submit your credentials, email [info@cohentaylor.com](mailto:info@cohentaylor.com).  
All inquiries will remain confidential.**

Equal Opportunity Employer/Protected Veterans/Individuals with Disabilities

The contractor will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor's legal duty to furnish information.