



Chief Executive Officer

Remote

(Salary Range: \$125,000 - \$150,000 annually + benefits)

EXECUTIVE SUMMARY

Founded in 1996, the **National Alliance for Children's Grief (NACG)** is a nonprofit organization that raises awareness about the needs of children and teens who are grieving a death and provides education and resources for anyone who supports them. Through the collective voice of its members and partners, NACG educates, advocates, and raises awareness about childhood bereavement.

To lead the organization into the future and to play a primary, visible role in increasing its impact, NACG seeks a **Chief Executive Officer (CEO)**. Working in a virtual environment, reporting to the Board of Directors and managing an operating budget of \$1.25 million and a remote staff of 5.5, the CEO will lead NACG during a period of significant opportunity. The CEO of NACG will work closely with the Board of Directors, staff, and the membership to add the voice of grief education and bereavement support to the national discussions and plans of action.

As the impact of grief across the nation has become increasingly visible and the cost of inaction of support following deaths has been increasingly demonstrated - the impact of supporting children and their families has moved to the forefront of national significance. NACG is well-positioned to play a principal role in discussions on such issues as raising awareness that children and teens do grieve, emphasizing the needs of children and teens who are bereaved, and equipping those in a position to provide support to children, teens, and their caregivers after a death.

Perhaps never in the history of the United States has grief been so recognized as a need across all peoples. With myriad loss and change issues now so much a component of the national consciousness—NACG stands poised to play a leading role in this critical dialogue.

ORGANIZATIONAL OVERVIEW

The National Alliance for Children's Grief (NACG) is a nationwide network comprised of more than 1,600 professionals, institutions, and volunteers who promote best practices in educational programming, and critical resources to facilitate the mental, emotional, and physical health of grieving children and their families.

NACG's mission is to raise awareness about the needs of children and teens grieving a death and provide education and resources to anyone who wants to support them. The vision is for no child to have to grieve alone. All bereaved children, no matter where they live or their circumstances, should have the support and resources they need to positively adapt to a loss in their lives.

The values guiding NACG are a commitment to diversity, equity, and inclusion, as well as culturally conscientious practice and collaborative work that enhances the well-being of all. NACG is committed to valuing and reflecting the diverse voices, perspectives, and experiences of its members, partners, and those they serve.

Under its current Strategic Plan, NACG aims to:

- Foster a diverse, interconnected, and inclusive community of those who serve children after a death.
- Provide leadership for the future of the childhood bereavement field.
- Represent the collective voice that strengthens and expands the field of childhood bereavement.
- Develop evidence-based practical approaches and educational tools, resources, and opportunities that address the needs of the childhood bereavement field.
- Garner support for bereaved children through increased public awareness, sensitivity, and competencies.
- Advocate for children and their families who are grieving a death and recognize that grief in children is a matter of public health.
- Ensure NACG provides exceptional value to its members and member institutions.

OPPORTUNITIES AND CHALLENGES FACING THE EXECUTIVE DIRECTOR

The **Chief Executive Officer (CEO)** of NACG, who is hired by and accountable to the Board of Directors, is the primary leader/facilitator of the organization. The CEO sits as a nonvoting member on the Board of Directors and – in collaboration with the Board and staff – is responsible for the overall vision, direction, and implementation of the strategic plan and operations of the organization. The CEO will foster high ethical and institutional standards and successfully engage staff, leaders, and members in organizational activities.

The CEO serves as the central and publicly visible representative of the organization and provides leadership in cultivating and strengthening relationships. In addition, the CEO is the organization’s primary spokesperson in all matters.

The CEO is responsible for organizational operations including staff leadership, board organization, resource development, membership development, organization finances, strategic planning, fundraising, and accountability to the organization’s constituents. The CEO speaks for and promotes the core values of NACG and responds to the aspirations and concerns of members, staff, partners, and affiliated groups.

The organization’s current strategic plan is for 2022 – 2024. The new CEO will have an opportunity to influence a new 3–5-year plan and will inherit an organization that is sound financially and coherent administratively. The organization is fortunate to have a strong and unified staff that is small but mighty. There is immediate potential to expand the number of staff and or implement contract work for projects. The staff is strong, united, and primed for expansion.

The membership numbers have steadily grown but there is potential for much more growth and expansion in the membership base. Advocacy is also an area of great potential growth.

NACG’s \$1.25 million operating budget derives principally from these sources: individual memberships, donations and grants, and earned income from resources and education events. With opportunities to

expand its influence and the services it provides, NACG would benefit from additional streams of revenue. NACG is currently working to build individual giving and is primed to build legacy giving potential for the organization.

Funding has recently been received to develop and pilot a national resource line connecting callers to bereavement resources. This will be a new project with great potential on the national front, with an emphasis on addressing geographic areas of our nation that have little or no resources for their communities.

Specific responsibilities of the CEO include the following:

Board Management & Development

- Oversee the recruitment, development, and support of a strong and engaged Board of Directors to execute all Board policies and decisions.
- Responsible for communicating effectively with the Board providing, in a timely and accurate manner, all information necessary for the Board's fiduciary and oversight responsibilities.
- Work with the Board and its committees and serve as a liaison between the Board, committees, and staff.
- Foster positive relationships among the Board, CEO, and staff and build an effective team.
- Drive fundraising efforts in concert with the Board and staff team.

Leadership, Administration, and Management

- Responsible for leading in a manner that supports and guides the organization's mission and strategic priorities as defined by the Board of Directors.
- Serve as lead for the organization's strategic planning and implementation efforts and budgetary prioritization.
- Represent the organization at national gatherings, meetings, and with key national constituents, and act as a spokesperson for the organization.
- Prospect, cultivate, and maintain relationships with key stakeholders, associations, partners, and constituents.
- Lead the staff team in the planning, implementing, and managing all aspects of the organization, including administration, finance, HR, education and programming, marketing and communications, development, membership, IT, quality and outcomes management, business development and strategic initiatives, and all programs.
- Lead in the development of expansion opportunities.
- Promote collaborative impact and drive the success of a diverse, vibrant culture.

Financial Management, Performance and Viability

- Responsible for the fiscal integrity of the organization to include submission to the Board of a proposed annual budget and monthly financial statements, which accurately reflect the financial condition of the organization.
- Responsible for fiscal management that generally anticipates operating within the approved budget, ensuring maximum resource utilization, and maintaining the organization in a positive financial position.

- Responsible for fundraising and developing other resources necessary to support the organization's mission.
- Prospect, cultivate, and maintain relationships with existing and potential funding partners and oversee the development of business ventures to produce a variety of revenue streams to support the organization's charitable purposes.

Organizational Operations

- Oversee and implement appropriate resources to ensure that all operations of the organization are appropriate.
- Responsible for the hiring and retention of competent, qualified, and engaged staff.
- Responsible for signing all contracts, notes, agreements, and other instruments made and entered into on behalf of the organization.

Human Resources

- Responsible for compliance with all employment regulations.
- Ensure that onboarding, recruitment, retention, management, development, and compliance are carried out with excellence.
- Responsible for delegation, decision-making, creating clear staff roles (job descriptions), and supervising collaborative tasks (projects/meetings) to ensure that they are done efficiently, inclusively, and with respect.

QUALIFICATIONS OF THE IDEAL CANDIDATE

- B.A. Degree required; post-graduate degree is preferred.
- A distinguished record of successful and progressively responsible nonprofit executive leadership experience, ideally with a membership organization in the bereavement or a closely related field.
- Experience and demonstrated effectiveness in working with boards of directors in creating and advancing organizational vision and mission are essential.
- Strong organizational and educational leadership experience that includes the ability to manage a complex organization and to work effectively with colleagues representing diverse organizations and programs.
- Demonstrated leadership in strategic planning and organizational visioning, resource development, fiscal management, and in coalescing diverse constituents around common goals and aspirations.
- Value for the fundamental commitment of the organization's work to its core values of diversity, equity, inclusion, culturally conscientious practice, and collaboration work that enhances the well-being of all.
- Demonstrated commitment to valuing and reflecting the diverse voices, perspectives, and experiences of NACG's members, partners, and those that are served by the mission.
- Ability to work in a virtual environment and maintain accountability while providing leadership and directing a team.
- Strong and effective written and verbal communication skills.
- Ability to self-start and manage multiple tasks simultaneously, manage time effectively to meet deadlines, and maintain the highest standards of confidentiality.

- An inclusive, visionary, and transparent leader with demonstrated experience effectively inspiring and empowering staff, board members, members, and partners toward greater impact in addition to advancing representation through the cultivation of a diverse and inclusive staff.
- Ability to represent NACG to a variety of stakeholders and intermediaries in a credible and influential way.
- Experience in public policy and advocacy preferred.

WORK ENVIRONMENT

NACG conducts its business through a virtual office. The Chief Executive Officer will work from a remote home office. A laptop computer, printer, and scanner will be provided by the organization, or costs will be reimbursed by the organization. Travel is to be expected multiple times per year, including to The National Alliance for Children’s Grief Annual Symposium.

TO APPLY

More information about the **National Alliance for Children’s Grief** can be found at nacg.org.

This search is being led by [Tamar Datan](#) and [Robert Diggs](#) of [NPAG](#). Due to the pace of this search, candidates are strongly encouraged to apply as soon as possible. NPAG welcomes expressions of interest, prior to applying for the position, and/or nominations [submitted via this form](#). Candidates may submit their cover letter, outlining their interest and qualifications, along with their resume via NPAG’s [website](#).

Cultivating a diverse and inclusive team of board members, staff members, and partners is an essential component of NACG’s work to advance equity. Candidates of all backgrounds and abilities are strongly encouraged to apply.