Job Title: Chief Strategy and Impact Officer  
Department: Executive Team  
Reports To: Chief Executive Officer  
FLSA Status: This is a full time (40 hours/week) Exempt position

**About Children’s Council:**
For over 40 years, Children's Council has been at the heart of childcare in San Francisco. Our mission is to connect families to child care that meets their needs and to work with parents, providers, and community partners to make quality child care and early education a reality for all children in our city. We believe all families need access to quality, affordable child care. Parents need reliable child care so they can work, and children need nurturing care and early education to prepare them for school and for life. If you want to be a child care champion in our community, we want you on our team.

**Position Summary:**
At this exciting time in the organization’s evolution, Children’s Council of SF seeks an experienced, innovative, and detailed-oriented Chief Strategy and Impact Officer (CSIO) to join its Executive Team. Children’s Council has developed a transformational five-year strategic plan that will put the organization on a new trajectory as a nationally recognized leader in early care and education.

The CSIO will share responsibility with the CEO and Executive Team in implementing the overall strategic plan, with specific emphasis in fulfilling the program goals while providing oversight and management of all programmatic aspects of the organization. This executive will need to be flexible and adaptable in a continually evolving environment with a highly engaged board, collaborative Executive Team, and staff.

The Chief Strategy and Impact Officer will have the unique opportunity to blend programmatic, strategic leadership, and operational experience in this new role for this nimble and dynamic organization. The position will also be part of the team responsible for increasing Children’s Council’s brand recognition, pursuing high-profile corporate partnerships, and expanding the organization’s statewide footprint.

**Candidate Profile**

The Chief Strategy and Impact Officer will play a key role as a strategic partner and advisor on the Executive Team and will bring a combination of strategic vision, innovative program management, effective project management, and tactical implementation capabilities to the organization. Strengths in business and financial acumen preferred. Reporting to and partnering with the CEO, the CSIO will have prior and demonstrated experience in driving change as well as leading and implementing organizational strategic goals and projects for an organization. In collaboration with the CEO and executive and senior team members, the CSIO will embrace, support, and model learning practices that promote openness, equity, reflection, curiosity, and a willingness to change based on evidence, employee input, and customer needs.
A strong communicator with proven management skills, this leader will bring a high degree of emotional intelligence and a collaborative leadership style to ensure the ongoing growth and development of the program directors and staff. The CSIO will directly manage a team that includes the Senior Director of Child Care Family Services, Director of Provider Services, Director of Community Innovation and Impact, and Data Strategist.

Additionally, this leader will have the ability to, with support from the Chief Technology Officer, lead the development of a technology platform that will drive Children’s Council’s programmatic expansion citywide. Naturally inquisitive, this individual will have a high comfort level and understanding of technology as an effective tool and will be able to ask the right questions to guide internal discussions and direction on this topic.

Successful candidates will also bring the following core competencies to Children’s Council of SF:

**Collaborative, Strategic Leader**
The Chief Strategy and Impact Officer will play an essential organizational leadership role and work in close collaboration with the Executive Team to successfully operationalize and evaluate Children’s Council’s strategic plan. This leader will be focused on key metrics and outcomes in managing board and funder expectations in partnership with the CEO and shifting organizational processes as the implementation of the strategic plan unfolds. Successful candidates will be able to set priorities, make data-driven decisions, support and motivate staff, and assess risks in a timely manner while keeping the best interests of the organization in mind. This leader will be a natural collaborator with an ability to work in partnership and motivate others across varied functions and levels of the organization.

**Change Manager**
The Chief Strategy and Impact Officer will be a change agent with a creative approach toward program development and strategy. This leader will bring a fresh perspective as the organization pivots toward its new growth and its customer-driven strategic plan. This organization-wide shift will require a change manager who is innovative, inspirational, and an effective communicator to excite and engage internal and external stakeholders about Children’s Council ambitious goals for the future. In particular, the CSIO will support the Director of Marketing to drive discussions to improve Children’s Council’s branding strategy with early care educators, coaches, family programs, and will engage in internal promotion and enhancement of the organization’s new customer service orientation.

**Data-Driven Decision Maker**
The Chief Strategy and Impact Officer will be a process thinker, with the ability to leverage data management and analytics to evaluate impact, while being flexible enough to respond to new opportunities as they arise. This leader will establish clear metrics for success in relation to new programs and initiatives and will apply a rigorous approach to evaluating the strength and impact of all Children’s Council programs and services. This leader will be able to communicate these metrics clearly to the staff and will motivate their team with clearly defined performance goals.
Exceptional Project Management Skills
This executive will have excellent organizational skills, with the ability to set and juggle multiple priorities, manage cross-functional, organization-wide projects or initiatives, support team members, and track complex tasks across multiple stakeholders. This leader will have strong facilitation skills to bring together multiple stakeholders and help drive decisions and outcomes. This individual will have the ability to execute on deadlines and deliverables, creating systems and processes to streamline operations. This leader, in collaboration with the Chief Technology Officer, will also be responsible for identifying and overseeing the implementation of a technology tool that Children’s Council will use to drive its growth strategy. This person will generate buy-in throughout the organization and manage a smooth and efficient rollout of this new technology strategy and platform.

Strong Program Management
The Chief Strategy and Impact Officer will have deep knowledge and proven experience in program management and a demonstrated ability to translate that knowledge into practical application. This leader will serve as a thought partner to other senior leaders and will drive organizational initiatives and change through reasoned, thoughtful due diligence and experience.

Cultivating External Relationships
The Chief Strategy and Impact Officer will be skilled at building and sustaining excellent relationships and communicating effectively with diverse constituencies, including external partners. This leader will be a dynamic, outgoing, high-energy leader who can speak with any audience and successfully convey Children’s Council’s mission, impact, and objectives. With donors and potential partners, they will be able to share the organization’s compelling vision in a manner that generates excitement and support. This person will have bold ideas to contribute to the identification and cultivation of new, high-profile, mission-aligned sponsorships.

As a core part of its mission, Children’s Council supports hundreds of external partners. The CSIO will play a critical role in ensuring that external partners are supported as the organization grows, implementing a scalable, customer-centric culture throughout the organization. This customer focus will be critical as Children’s Council expands outside its current network of stakeholders.

Mission-Oriented
The Chief Strategy and Impact Officer will have a passion and commitment for the mission, history, and vision of Children’s Council, along with a desire to continue to elevate the profile and statewide footprint of the organization. Successful candidates should be able to demonstrate a compelling and authentic commitment to the mission and to the diverse communities the organization serves.

Required Qualifications:

- Master’s Degree or equivalent experience required in economics, statistics, non-profit administration, or a similarly relevant field.
- Demonstrated expertise in performance management and evaluation, people management, leadership work, relationship building, and fundraising.
● Committed to Children’s Council mission; experience working within a fast paced, growing, outcomes-focused nonprofit environment.
● Skilled in evaluation frameworks, instrument design, data collection, and data analysis techniques.
● An effective communicator, technically and non-technically, across all levels of employees, with strong executive presentation skills and the ability to distill complex data into clearly communicated findings for diverse stakeholders.
● A hands-on, collaborative leadership style with a heavy focus on business engagement, customer service and relationship management with organizational stakeholders and partners.
● A people-centered leader with a demonstrated ability to lead, coach, motivate, and develop high performing and diverse teams who deliver on ambitious goals and benchmarks.
● A thoughtful steward of resources that invests in and drives evaluation projects aligned with the needs of the organization.
● Excellent analytical (business, technical, financial), strategic planning, and project execution skills.
● A background clearance is required

Children’s Council has retained Schaffer&Combs, a certified B Corporation, to support this search. To apply, please submit a current resume and thoughtful cover letter that explains your interest and outlines your relevant skills and experience to this link. Applications will be accepted on a rolling basis.

Please refrain from contacting Children’s Council directly; all inquiries should be directed to Schaffer&Combs at childrenscouncil@schaffercombs.com.

Children’s Council is an equal opportunity employer that values diversity as central to our work serving the San Francisco community. We encourage candidates from a wide range of backgrounds to apply. Individuals seeking employment at Children’s Council are considered without regards to race, color, religion, national origin, age, sex, marital status, ancestry, physical or mental disability, veteran status, gender identity, or sexual orientation.