



CARRINGTON & CARRINGTON, LTD.

Executive Search

Strength Through Diversity and Inclusion

EXECUTIVE DIRECTOR ACE AWARENESS FOUNDATION (ACEAF)

POSITION TITLE: Executive Director

REPORTS TO: ACEAF Board Chair

LOCATION: Memphis, TN

COMPANY: The Adverse Childhood Experiences Awareness Foundation (ACEAF) is a small operating Foundation (501-3), founded in 2015 by the ACEAF Task Force. The ACEAF strives to create a Greater-Memphis Community and catalyze a movement for a state, that understands that negative outcomes in the formative years of a child's life can lead to violence, school failure, many chronic diseases and, ultimately, an unprepared workforce. ACEAF implements innovative models that provide preventable and sustainable solutions to reducing toxic stress in family systems. ACEAF develops strategies for schools, organizations, communities and agencies on how to assist in understanding the intergenerational effects of trauma over the life span and how to stop the intergenerational transmission of Adverse Childhood Experiences. The Foundation launched and provides strategic oversight to the ACEAF Task Force of Shelby County, the Universal Parenting Places(UPP), and the Parenting Support Warm Line.

Role Overview:

Reporting to the Chair of the Board of Directors, the Executive Director will have overall strategic, operational and day to day responsibility for ACEAF staff, budget, programs, expansion, and execution of its mission. She/he will initially develop deep knowledge of the field, core programs, operations, and business plans. ACEAF seeks a passionate and visionary Executive Director with a successful track record of leading and building a mission driven organization with innovative programs and services. The Executive Director, along with the Board, will further refine and develop the mission and vision of ACEAF and define its strategic direction. The Executive Director will ensure that resources and plans are in place to accomplish important mission goals, recruit and retain staff, keep the team motivated and capable of exceeding expectations, and build the kind of organizational culture which supports the ACEAF mission.

Responsibilities:

- Lead the mission and vision of the organization, along with the Board, so that ACEAF creates and implements high-quality programs
- Develop and work with the Board, ensuring that the Board is informed regularly of organizational matters and priorities
- Implement the ACEAF strategic plan and lead effort to move the organization forward
- Manage ACEAF's budget and ensure that it is a financially viable, sustainable

organization and that complies with relevant laws, regulations and standards

- Build a high-performing leadership team and play an active role in attracting, retaining and developing best-in-class staff
- Identify and implement cost-effective ways to deliver state-of-the-art programs
- Participate in identifying and cultivating community, corporate, individual and foundation partners
- Cultivate excellent relationships with local, regional and national media; provide oversight for ACEAF's presence in the social media
- Reach out to the community to present ACEAF, its vision and services through public presentations and by attending relevant community events, conferences and meetings
- Sponsor and/or co-sponsor special events designed to promote ACEAF's mission

Qualifications:

- Graduate degree in non-profit management, public health administration, business administration or related field
- Demonstrated success in a senior leadership at a social impact, non-profit organization
- Understanding of Public Health and Public Health issues, knowledge and competency about “trauma” as a Public Health Issue
- Vision, compassion and commitment to reducing Adverse Childhood Experiences
- Evidence of successful work in communities and community building
- Capacity to engage leaders in policy and government to support system change
- Fundraising and marketing knowledge/skills
- Executive leadership and board development skills
- Analytical skills, strategic abilities, integrity and impeccable work ethic
- Commitment to results; 'can-do' mindset with emphasis on accountability
- Experience in change leadership and change management
- Strong motivational and staff leadership abilities, excellent communication and presentation skills

Contact:

Qualified candidates should submit a resume/CV and Bio with EXECUTIVE DIRECTOR, ACEAF, in the subject line to Nelvia Brady-Hampton at nbrady@carringtonandcarrington.com