



## FIRST THINGS FIRST

### **SOUTHEAST MARICOPA REGIONAL DIRECTOR**

First Things First (Arizona Early Childhood Development and Health Board) is one of the critical state partners in creating a child and family-centered, comprehensive, collaborative and high-quality early childhood system that supports the development, health and early education of all Arizona's children. Created by voter initiative in 2006, First Things First is governed by a state Board with 28 regional partnership councils. First Things First is a decentralized organization that engages diverse constituencies to accomplish its mission. Organizational values include a focus on accountability, transparency, coordination, collaboration and on the outcomes that will ensure young children start kindergarten healthy and ready to succeed in school and in life.

#### **Job Summary:**

The Regional Director is responsible for the overall management of the First Things First Southeast Maricopa Regional Partnership Council which serves the Southeast Maricopa Region. Office Location: 1839 South Alma School Road, Suite 100, Mesa, Arizona 85210.

#### **Distinguishing Characteristics:**

The ideal candidate will enthusiastically support the vision and mission of First Things First and possess the personal qualities of integrity and credibility. She/he will have the proven ability to work within teams to accomplish multiple tasks and keep multiple projects organized and progressing. The position requires substantial effort to coordinate and work with parents; community leaders; local, state, and federal government officials; private entities and faith-based groups to improve quality and access to early childhood development programs which effectively prepare children to start school ready to learn.

#### **Typical Duties and Responsibilities:**

Under the general guidance of the Maricopa County Regional Area Senior Director, the Regional Director is responsible for supporting the Regional Partnership Council in fulfilling their roles and responsibilities which include:

- Completion of a biannual regional needs and assets report;
- Completion of an annual funding plan which serves as the strategic direction of the Regional Council;
- Management and oversight of the implementation of the funding plan;

- Understanding the importance of expanding access to high-quality early childhood development and health resources in the region and assuming a leadership role in addressing the region's needs;
- Coordination and collaboration with various early childhood development and health organizations, agencies and community partners;
- Leading/facilitating collaboration efforts, both within the region and cross-regionally, including the identification of service gaps, development of strategies to address the gaps, and fostering relationships with community partners that contribute to the development of an early childhood system;
- Increasing awareness of the importance of early childhood development and health;
- Building and maintaining strong working relationships with the Regional Partnership Council members, community organizations and agencies;
- Acting as the chief spokesperson for the Regional Partnership Council; and,
- Staffing all Regional Council meetings and committees as determined by the Regional Council.

**Qualifications:**

- Master's degree in early education, social work, education, health or other related field preferred;
- Have a background of progressively responsible managerial or leadership positions in public, private or non-profit organizations, preferably with such experience in the area of providing early childhood development and/or health services to children and families;
- Possess a thorough knowledge of early childhood development and health issues, with knowledge of the particular issues facing Arizona. Demonstrate the ability to develop successful strategies to address those issues;
- Demonstrate a strong record of leadership in early childhood development, literacy and/or health programs;
- Possess a demonstrated ability to develop and implement strategic long-range plans that promote program goals such as increasing early childhood development opportunities; increasing access to preventive health programs and health screenings; and providing training and education to support early childhood development providers;
- Possess a collegial leadership style and an ability to work effectively with staff; parents; community leaders; tribal leaders; local governments; public and private entities and faith-based groups to improve the quality of and access to early childhood development and health programs in the region;
- Exhibit highly-developed interpersonal and communication skills, and the ability to effectively articulate the goals, strategic direction and programs of the Regional Council;
- Show a commitment to uphold high ethical standards and promote sound business practices;

- Demonstrate the ability to ensure public accountability as well as measure and improve outcomes appropriate for program goals;
- Demonstrate knowledge, skill and success in generating financial support from both the public and private sectors;
- Have competence in working effectively with a citizen governing board and volunteers to advance the interests of programs;
- Familiarity with the Southeast Maricopa Region;
- Strong communication skills including the ability to write and speak clearly, succinctly, and in a manner that appeals to a wide audience;
- Detail oriented with the ability to meet competing deadlines;
- Creative and solution driven;
- Cooperative in working relationships;
- Comfortable working with minimal supervision and maintaining multiple responsibilities; and
- Reliable, regular and punctual attendance at work during core business hours.

Review of resumes will begin on October 7, 2016 and continue until the position is filled. For consideration, please submit your cover letter, comprehensive resume and three professional references by the close of business on October 6<sup>th</sup> to:

[www.azstatejobs.gov](http://www.azstatejobs.gov)

In the AZ State Personnel System, the position is classified as a Grade 23 and has a salary range of \$60,000 to \$65,000. The position is not covered under the State of Arizona Merit system rules. The State of Arizona offers an outstanding comprehensive benefits package.

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