



Jewish Family Services
of silicon valley

Associate Executive Director Opportunity

About Jewish Family Services of Silicon Valley (JFS SV)

Our Mission and Our Values

Jewish Family Services of Silicon Valley (JFS SV) empowers individuals and families facing life's challenges by providing quality human services inspired by Jewish values. Since our inception in 1977, we have remained committed to our vision that children, adults, and families in our community have access to affordable and meaningful professional services that help give them a better life. The agency's programs are available without regard to race, religion, ethnicity, sexual orientation or ability to pay.

JFS SV is committed to the core values of:

Jewish traditions of social responsibility, compassion, and respect for all members of the community;

Social work ethics of responsive, caring, and skilled professional service; and responsiveness to the changing needs of the people we serve.

TRANSFORMING LIVES AND RESTORING HOPE

Jewish Family Services of Silicon Valley...

- Feeds 1,100 food-insecure people each year
 - Gives thousands of gifts of basic necessities to hundreds of people in need
 - Helps over 1,000 seniors remain independent in their own homes
 - Guides troubled parents and children to make good life choices
 - Resettles refugees from around the world, and helps them get their first jobs in America
- ...And through these efforts we help restore calm to over 8,000 of people each year.

Now in our 43rd year, JFS SV's strategic plan calls for the organization to grow its programs and services, while remaining fiscally responsible. As part of the plan to achieve this goal, JFS SV is seeking an innovative Associate Executive Director who will work closely with the Executive Director in all facets of day to day administration and operation of the agency. We need a visionary team leader and multi-tasker who enjoys mentoring staff, and building and sustaining strong programs through an exciting period of growth. Additional information is available at www.jfssv.org

Key Areas of Responsibility

- Manage and create a mix of services that fulfill JFS SV's' mission
- Take a leadership role in overall agency strategic planning
- Supervise social services and community engagement staff
- Assure grant and contract compliance
- Collaborate with a diverse group of community partners
- Actively participate in strategizing fund development and grant development

Compensation and Benefits

JFS SV provides a highly competitive salary and benefits program. Salary is commensurate with qualifications and experience of the selected candidate. Benefits package includes medical, dental and vision care; company contributions to 403B retirement plan; generous paid time off (incl. secular as well as Jewish holidays and vacation); 50% discount to onsite fitness center; supportive colleagues; and a positive work environment on a beautiful campus.

Note: this position can be conducted remotely during the shelter in place.

Required Qualifications and Experience:

- MSW, MFT or MPA; LCSW or LMFT certification highly preferred
- Seven years post graduate work (including supervision of staff, contract management, counseling/case management) in a non-profit agency
- Prior supervision of volunteers and fund development experience
- Understanding and appreciation of diverse client communities
- Ability as a persuasive communicator with effective writing and communication skills.
- Experience in engaging other nonprofits in collaborative and strategic partnerships; public relations/community outreach experience
- Demonstrated successes in fundraising among individuals and major donors, government and foundation grants and corporate sponsors and partners
- Outgoing, friendly, and positive personality; also highly organized.
- Ability to "see the big picture" while paying attention to smaller details of agency life

Résumés to: jobs@jfssv.org

Jewish Family Services of Silicon Valley
14855 Oka Road, Suite 202
Los Gatos, CA 95032
www.jfssv.org

Jewish Family Services of Silicon Valley is an Equal Opportunity Employer and prohibits discrimination and harassment of any kind.

We are committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment.