



**EXECUTIVE VICE PRESIDENT, FORUM FOR YOUTH INVESTMENT
Managing Director, David P. Weikart Center for Youth Program Quality**

THE OPPORTUNITY

The Forum for Youth Investment seeks a collaborative, innovative, and entrepreneurial leader and manager for the David P. Weikart Center to advance the ultimate mission of the Forum, ensuring the readiness of young people for life. The talented leader will grow the Weikart Center, a business unit poised for continued dynamic growth, by strengthening its products and internal systems and broadening its client base for the adaptation, implementation, and scaling of quality improvement systems. Managing the close strategic and critically important relationship between the Forum and the Weikart Center, he/she will serve as the Forum's Executive Vice President and the Weikart Center's Managing Director.

THE MISSION AND ORGANIZATION

The Forum for Youth Investment is a national nonprofit, nonpartisan "action tank," combining thought leadership on youth development, youth policy, cross-system/cross-sector partnerships and developmental youth practice with on-the-ground training, technical assistance and supports. A trusted resource for policymakers, advocates, researchers and program professionals, the Forum provides youth and adult leaders with the information, connections and tools they need to create greater opportunities and outcomes for young people. The core work of the Forum is helping leaders, organizations, partnerships and systems – at the local, state and national levels – assess, improve and align their practices and policies. Helping all young people be ready by 21 – ready for college, work and life – is the vision that drives the Forum's work and knits together the technical assistance centers, networks, and projects and initiatives it has developed to help leaders change the ways they do business.

The David P. Weikart Center for Youth Program Quality, an operating unit and the largest center of the Forum, builds the capacity of public and private agencies to implement quality improvement and performance systems that simultaneously foster professional learning and whole-child development with the purpose of improving social-sector outcomes. More specifically, Weikart's research-based



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core products and services are currently used in over 4,700 out-of-school time settings nationally and form the basis for quality improvement systems in over 125 publicly and privately funded systems. The Weikart Center empowers education and human service leaders to adapt, implement, and scale best-in-class, research-validated, quality-improvement systems to advance child and youth development.

The Weikart Center's groundbreaking work in program quality and continuous improvement undergirds the Forum's deeply rooted commitment to positive youth development policies and practices.

The Forum has a budget of over \$8 million with a staff of 48 and headquarters in Washington DC. This position is based in Ypsilanti, Michigan, at the headquarters of the Weikart Center. The Center has an annual budget of over \$4 million and a staff of 24.

RESPONSIBILITIES AND PRIORITIES

- *Leadership & Talent Management* – Serve on the executive team of the Forum with overall responsibility for managing the business unit of the Weikart Center. Lead with an inspirational and entrepreneurial strategic vision while keeping a finger on the pulse of day-to-day operations, services, and activities. Build, lead, and support a committed team with common drive and sense of purpose to maximize unit performance. Develop and maintain clear leadership structures, decision-making processes, and staff supports and protocols across unit. Strengthen unit's culture, climate, and efficiency.
- *Business Planning and Growth* – Develop and execute the Weikart Center's business plan, annual strategic direction, and goals in collaboration with the unit's senior leaders and Forum's executive team. Build staff and systems capacity for and pursue appropriate growth in fee-for-service client contracts. Ensure delivery of high-quality products and services that earn high customer satisfaction and retention. Work with senior team to set and achieve annual growth targets by bringing Weikart's existing products and services to new clients and markets, and by ensuring the Center is regularly developing new and/or improved products and services for existing clients. Work with Weikart's senior research staff and/or consultants to establish annual research agenda for the unit to advance the Center's positioning and foster new and improved products. Drive development of Center's long-term business strategy and financial forecasting.
- *Advocacy* – Serve as a passionate and persuasive advocate and thought leader, spreading the Weikart Center's ideas and methodology and staying abreast and ahead of new developments. Serve as thought partner to client networks' leaders and funders to help them scale and sustain their Weikart-supported quality improvement systems.

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- *Financial Management* – Maintain bottom-line responsibility for the Weikart Center’s financial performance. Work with senior team to set and manage Weikart Center’s annual budget. Demonstrate mastery of and oversee Weikart Center’s revenue sources (contracts and grants); revenue flow (seasons and cycles); grant and contract budget development; staffing, hard costs, and general and administrative expenses. Work with the Forum’s executive team to maximize the use of general and administrative funds and ensure that the supports provided enterprise-wide (e.g., human resources and fund development) are efficient and best-in-class.
- *Relationship Management/Community Building* – Establish a strong working partnership with the Forum executive team on strategic direction. Leverage and build upon existing partnerships and seek new strategic alliances to promote Weikart’s products and work and the Forum overall. Represent the Forum/Weikart Center to potential clients, funders, and partners, and persuasively state the case for the Center’s work in policy and research circles.
- *Performance Management* – Assess and evaluate the organizational structure, staff, systems and functions. Make changes where necessary to ensure that programs and operations maximize business productivity. Measure efficacy of service delivery of products with a clear sense of metrics. Define organizational and staff goals and performance expectations, providing guidance and conducting regular performance evaluations.

IDEAL EXPERIENCE AND CHARACTERISTICS

The Executive Vice President of the Forum for Youth Investment and Managing Director of the David P. Weikart Center for Youth Program Quality will demonstrate:

- A deep commitment to and firm belief in the idea that all youth can be ready for college, work and life if given the high-quality supports and developmental opportunities they deserve. An unwavering commitment to the delivery of high-quality products and client service.
- Proven executive and managerial experience leading a performance-based organization in a growth-oriented environment committed to education, human services, or health-related fields. Familiarity with and passion for out-of-school time, juvenile justice, education, and/or other youth-serving systems and settings.
- Excellence in organizational management with the ability to coach staff, develop and manage high-performance teams, set and achieve strategic objectives, and manage a budget. Ability to share responsibility for leadership of the organization and work in partnership to set goals, track progress, and assess organizational effectiveness.

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- Business acumen with the sophistication to build the fee-for-service business. An understanding of the unique challenges and opportunities of leading a largely fee-for-service business unit within a larger mission-driven not-for-profit.
- Comfort with and ability to discuss the scientific underpinnings of Weikart's research-based Youth Program Quality Intervention (YPQI). Deep appreciation for Weikart's unique combination of a fee-for-service delivery model that is high impact and customer service-oriented with high-quality research and continual validation.
- Ability to work effectively in collaboration with diverse groups of people. Experience as an inspirational, persuasive, and influential communicator with diverse audiences. Success in collaborating and building strong partnerships externally and internally. Ability to balance the desire for collaboration with the need for efficient and effective business practices.
- Track record of success as a social entrepreneur and a steward of responsible growth in scaling an organization. A belief that anything is possible and the ability to get it done.
- Ability to maximize the effective use of technology, including social media.
- Consensus-building skills with an inclusive style and approachable demeanor. A commitment to treating others with respect and openness.
- Strong written and verbal communication skills, experience as an effective communicator with excellent interpersonal skills.
- Sensitivity, appreciation, and commitment to socioeconomic, cultural, and racial diversity.
- A high degree of emotional intelligence and self-awareness. A self-reflective nature and a hunger for life-long learning.
- An ability to travel 25 percent of the time.
- An advanced degree in a relevant discipline (required).

The Forum for Youth Investment seeks a diverse pool of candidates. Salary will be negotiable commensurate with experience. Applications, including cover letters and résumés, and nominations should be sent to the attention of Paul Spivey at TheForum@PhillipsOppenheim.com.

For more information about the Weikart Center specifically and the overall Forum for Youth Investment, please visit www.cypq.org and www.forumfyi.org.

