



Position Announcement: Executive Director

Location: Providence, RI

Organization:

Project HEALTH is a rapidly-growing national nonprofit that works to break the link between poverty and poor health. To achieve our vision of a health care system that addresses resource needs as a standard part of patient care, Project HEALTH uses a simple but effective model: in the clinics where our Family Help Desk programs operate, physicians can “prescribe” food, housing, job training, or other resources for their patients as routinely as they do medication. Located in the waiting room and staffed by college volunteers, our Family Help Desks “fill” these prescriptions by connecting patients with key resources.

Project HEALTH thus has a two-fold impact: First, the Family Help Desks expand clinics’ capacity to secure those resources necessary for their patients to be healthy. Second, Project HEALTH is producing a pipeline of new leaders ready to create the changes required to improve health outcomes for all Americans.

Founded at Boston Medical Center in 1996, Project HEALTH now mobilizes over 550 rigorously trained volunteers to serve over 5,000 families in Boston, Providence, New York, Baltimore, Washington, D.C. and Chicago each year. Over the next four years, Project HEALTH will make substantial investments in its program model to achieve greater impact on patients and volunteers and further its vision for health care systems change. To learn more about Project HEALTH and our impact, please visit www.projecthealth.org.

The Project HEALTH Providence site currently runs two Family Help Desks at Hasbro Children’s Hospital, which are staffed by 44 volunteers from Brown University, and serves 730 families annually. By 2014, Project HEALTH expects its programmatic reach in Providence to nearly double.

Position:

Project HEALTH is seeking a strategic, passionate, mission-driven individual to lead Project HEALTH Providence as the Executive Director. The Providence Executive Director will play a key role in developing and executing on the organization’s strategic plan, managing and refining the existing program, and driving key institutional and funding relationships to realize a long-term vision for high-impact programming and sustainable growth in Providence

The Executive Director should understand the links between poverty and health and between direct service and advocacy, as well as be deeply committed to the development of undergraduates as lifelong leaders for social change. This person should also have the ability to inspire and build the capabilities of a driven team of staff and volunteers, both in group settings and individually.

Responsibilities:

Develop and oversee implementation of the overall vision, strategy and goals for Project HEALTH Providence

- Set the strategic direction and annual goals for Project HEALTH Providence and align site efforts with the organization’s overarching mission and strategy
- Ensure site success with respect to Project HEALTH’s programmatic, volunteer leadership, and fundraising goals. Manage site staff and partner with national staff to achieve and measure these targets.
- Identify, pursue and evaluate programmatic and partnership opportunities in Providence and spearhead site growth consistent with Project HEALTH’s values, priorities and organizational vision.

- Create and steward Project HEALTH's Providence Advisory Board to provide strategic direction and mobilize resources for the site.

Build and cultivate relationships with key stakeholders

- Represent Project HEALTH at high-level external meetings, community events and presentations
- Manage and further develop current hospital partnership and identify new hospital, university and community partners as appropriate to ensure Project HEALTH's programs and volunteers achieve expected impact
- Understand and monitor priorities, incentives and limitations of key stakeholders and work to increase their commitment to Project HEALTH's mission, program and site strategy
- Cultivate and leverage local professional network as to champion Project HEALTH

Develop and execute Providence's revenue strategy

- Create multi-year plan to build a robust revenue pipeline to meet the revenue needs of current site operations and Providence's projected growth over the next four years
- Grow earned revenue received annually from partner health care institutions, including developing strong value proposition for these partners.
- Grow the site's pipeline of individual and institutional donors
- Actively manage Project HEALTH Providence's operating budget to reflect site strategy and goals and work with national staff to ensure timely, accurate, and useful financial reporting

Develop and manage a high-performing team

- Build and manage a site staff team that reflects Project HEALTH's core values and the skills necessary to achieve impact; manage staff to performance against goals; and coach team to engage Project HEALTH's diverse set of key stakeholders.
- Support mentor, and identify professional development opportunities for full- and part-time staff
- Develop a sense of community and a culture of collaboration, open communication, and shared purpose among site staff

Be an active part of Project HEALTH's leadership team

- Act as key thought partner to the national leadership team to improve and refine Project HEALTH strategy, operations and program
- Partner with the Vice President of Field Operations and Partnerships to build site capacity and provide regular programmatic, financial and managerial feedback to the central office to ensure appropriate support is provided and to drive organization-wide learning.
- Collaborate with Project HEALTH's national staff to capitalize on the financial, technological, and human resources of key corporate and institutional partners

Qualifications:

- Bachelor's degree required. Advanced degree in public health, business, education, public policy, or other relevant field preferred.
- At least 8 to 10 years of proven leadership experience in a public health or entrepreneurial non-profit or for-profit environment
- Passion for Project HEALTH's mission and working with and developing emerging leaders. A strong commitment to Project HEALTH's core values: belief in collective strength and the power of shared work, constant and courageous learning, celebrating our victories and each other, and stepping up as leaders in a common vision
- Significant experience raising revenues in philanthropic environments and creating and managing relationships with high-stakes individual and institutional donors/investors

- Experience with sales in a for-profit environment or earned revenue in a non-profit environment preferred
- Exceptional strategic thinking and problem solving, including a track record of creating and implementing innovative solutions to pressing organizational challenges
- Strong people management skills and experience hiring, developing and managing a diverse and talented staff team
- Excellent interpersonal and communication skills, with the ability to engage and work closely with a wide range of constituents, including staff, undergraduate students, potential donors, board members, clinic/hospital staff and administrators and university partners
- Ability to lead and excel in a highly dynamic, diverse and entrepreneurial environment
- Strong organizational skills, outstanding attention to detail and a high degree of flexibility
- A developed professional network in Providence and knowledge of the local philanthropic and health care communities

To Apply:

Please send a resume and compelling cover letter addressed to Nell Perlmutter, VP of Field Operations and Partnerships, at hire@projecthealth.org outlining how your skills and experience meet the qualifications of the position and stating how you heard about this opportunity. Applications will be reviewed on a rolling basis.

Project HEALTH does not discriminate on the basis of race, color, gender, handicap, age, religion, sexual orientation, or national or ethnic origin.