



Executive Director

Salary Range: \$5,500 - \$7,150 per month

First 5 Sierra Children and Families Commission (referred to as First 5 Sierra or the Commission), is a small organization that is dependent on the contributions of its staff, governing board and the community to achieve positive and sustainable outcomes for children prenatal through age five and their families. We are currently searching for a full-time Executive Director that will provide administrative, program, and evaluation support to the Commission in its mission to effectively invest in early child development, family strengthening services, and systems change efforts.

The Commission – Who We Are

The First 5 Sierra County Children and Families Commission (herein referred to as First 5 Sierra) was formed following the passage of California Proposition 10 (Prop 10). The Prop 10 initiative added taxes on cigarette and other tobacco products to fund early childhood health, development and education programs, family supports, and systems change efforts designed to improve services for young children and their families.

First 5 Sierra operates under the policy direction of the First 5 Sierra Children and Families Commission. It has an annual budget of approximately \$300,000 made up of Prop 10 funds. As a small county, First 5 Sierra is dependent on Small Population County Augmentation Funds (SPCFA) provided by First 5 California. Funds are used to provide services and make system improvements that support young children and families. The aim is to invest effectively in a network of prevention and early intervention supports for families with young children.

First 5 Sierra has established, as mandated by law, a strategic plan in order to effectively guide the Commission in its efforts to realize its vision and achieve its mission. The strategic plan can be found on our website:

www.first5sierra.org

The Position – What We Need

We are seeking a full-time Executive Director to work in our Loyalton office. This person will be responsible for effectively implementing the Commission's strategic plan and ensuring the organization meets all regulatory requirements. This person will also be responsible for implementing local quality improvement efforts for the early care and education field as well as providing partnership and implementation support to other family serving organizations.

To qualify for the position, applicants must possess a Master's Degree (in public administration, business administration, social science, health science, early childhood development, or a closely related field) and one year of supervisory experience **OR** a Bachelor's Degree (within the same areas as described above) and five years of supervisory experience.

The Fit – Who We Are Looking For

First 5 Sierra is a very small but mighty organization, made up of one full-time Director and a part-time Business Manager. As such, the person taking on this role will be required to support a full range of activities in an autonomous environment. The ideal candidate must have a strong base of managerial and technical skills that can be flexibly adapted to meet the needs of many different stakeholders, coupled with an unwavering commitment to strengthening the systems that serve children aged 0-5 and their families.

The Process – How to Apply

To find out more about this opportunity, including how to apply, please go to: <https://www.first5sierra.org/staff>

Applications will be accepted until **July 6th** at 4 pm.

First 5 Sierra is proud to be an equal opportunity employer.