



**ParentChild+**  
**Chief Advancement Officer**  
New York, NY

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### About ParentChild+

A child has only 1,800 days to prepare for kindergarten. ParentChild+'s purpose is to ensure that all children regardless of their race, socio-economic status, or zip code have equal possibilities from the start. We work with families, caregivers, and communities to support not only early literacy and school readiness, but early opportunities.

We are a nationally recognized early childhood school readiness organization working in 17 states and six countries. Our innovative two-generation program focuses on providing families early opportunities. We work with marginalized and under-served communities to support families and other caregivers in preparing children for school success. We envision culturally responsive, high quality, community-based early education resources as a critical support for families, leveling the playing field before children ever enter their first classroom, helping families to access a future full of possibilities, and moving us closer to an equitable future for all children.

Since 1965, this innovative program has emphasized the importance of quality adult-child interaction to help build the skills children need to be successful students. In 2022, ParentChild+ reached over 9,000 families and home-based child care providers through over 140 local partner organizations. We are at a very exciting time in our evolution, with a recent \$5 million gift from Mackenzie Scott's Yield Giving that is enabling us to make significant investments in our infrastructure, research, and staffing to prepare for greater reach and impact. You can learn more about our recent growth and programs at ParentChild+ on our [website](#).

### The Opportunity

The Chief Advancement Officer will build from a strong foundation and recent philanthropic growth to develop and sustain the fundraising engine at ParentChild+. Working in close partnership with the CEO, Board, Development team, and Program staff, the CAO will be responsible for guiding and implementing the organization's strategic efforts in fundraising, donor relations, and communications. They will oversee a communications strategy that supports fundraising goals and builds brand recognition and visibility at both the local and national level. The CAO will play an important role in implementing our newly updated strategic plan which focuses on evaluation, innovation, and growth, and work to effectively convey its mission and impact.

Reporting directly to the CEO, the CAO will serve on the leadership team, and manage a team of four current development staff: Development & Communications Coordinator, Writer and Content Specialist, Senior Grant & Content Manager, Senior Manager, Donor Engagement & Events. They will also be

involved in the future hiring and supervision of a Senior Manager for Government Affairs & Public Funding Advocacy.

## Key Responsibilities

### Development Strategy

- Partner with the CEO, Board of Directors, and Development Committee to create the vision for strategic funding priorities, and operationalize that vision with measurable goals and outcomes.
- Serve as the lead strategist of our Development and Communications plans, defining tactics, tracking progress, and ensuring accountability.
- Lead organization-wide efforts to coordinate data and reporting to secure financial support from existing and new funding sources.
- Share best practices, creative solutions, and innovative approaches to meeting Development goals with a collaborative approach and can-do attitude.

### Donor Cultivation and Stewardship

- Identify opportunities that will allow us to sustain, diversify, and grow our base of support, with a focus on expanding our individual donor pipeline, with particular attention to and cultivation of high net worth individuals committed to our work.
- Manage a portfolio of key relationships, including individual donors, corporations, and foundations, leveraging a deep understanding of ParentChild+ programs and impact.
- Support staff and Board members in their relationship management activities.
- Oversee the grant-seeking process, including researching, writing, and submitting grant proposals and reports to foundations and governmental agencies.
- Use data and metrics to evaluate the effectiveness of fundraising and communication efforts. Make data-driven decisions to optimize strategy.

### Communications & Brand Management

- Develop and implement a comprehensive communication strategy to effectively convey the organization's mission, accomplishments, and impact to a diverse array of audiences, including donors, the media, partners, and the public.
- Collaborate with the Program and Research teams to identify and oversee communications projects that support site specific and nationwide programming and organizational goals.
- Ensure consistent messaging and branding across all communication channels and materials. Maintain a strong and positive public image for the organization.

### Team Leadership

- Provide mentorship, guidance, and support to the Development team, supporting members toward achieving individual and shared goals.
- Foster a collaborative and innovative work environment that promotes growth and achievement, while building systems and processes that ensure efficient and effective management of time and priorities.

- Lead with kindness, compassion, and commitment to staff success, program impact, and mission clarity.

## Candidate Profile

The Chief Advancement Officer will be an experienced, innovative, and collaborative leader with exceptional communication and relationship-building skills. While no one candidate will possess every quality outlined for this position, the successful candidate will bring many of the following professional qualifications and personal attributes:

- Passion for and commitment to ParentChild+ mission and values, with experience in the early childhood education or family services context a plus.
- 10+ years of professional experience in nonprofit leadership roles, with demonstrated success spearheading the development function within a highly collaborative and flat organization.
- Experience cultivating and closing major gifts from individuals, foundations, and corporations, as well as familiarity with state or federal grant processes.
- Experience developing and implementing strategies and related plans, tools, and processes in fundraising and communications.
- Exceptional interpersonal skills, with the ability to develop strong relationships across a diverse spectrum of internal and external constituents.
- Strong written and verbal communication skills, with experience writing original content, delivery speaking engagements, and coaching others to both write and speak to diverse audiences.
- Results-oriented with a passion for making a difference for families and communities.
- Ethical and empathetic, with a commitment to social justice and equity.

## Compensation & Benefits

This is a full-time salaried position. The range for this position is: \$155,000 - \$175,000. ParentChild+'s benefit package includes employer contributions to medical plan and coverage of dental and vision insurance plans; a 403B plan with an employer match; and paid sick leave, personal days, vacation, 12 paid holidays, a week-long office closure at year end, and alternate summer Fridays. We offer a family-friendly flexible work schedule and a hybrid work environment.

The ParentChild+ National Office is in New York City, two blocks from Penn Station. Applicants do not have to be based in New York; however, they must be able to travel both to New York and other ParentChild+ locations at regular intervals. Preference will be given to those applicants who could come to the New York office at least once a month to lead a monthly in-person meeting with the Development Team, and travel at least once a month to another ParentChild+ location.

## Contact

Koya Partners | Diversified Search Group has been exclusively retained for this engagement, which is being led by Cassie Scarano and Ariella Pasackow. Please submit a compelling cover letter and resume by [filling out our Talent Profile](#). All inquiries are strictly confidential.

Koya Partners | Diversified Search Group is committed to providing reasonable accommodation to individuals living with disabilities. If you are a qualified individual living with a disability and need assistance expressing interest online, please email [NonprofitSearchOps@divsearch.com](mailto:NonprofitSearchOps@divsearch.com). If you are selected for an interview, you will receive additional information regarding how to request an accommodation for the interview process.

ParentChild+ is proud to be an equal opportunity employer. We have a clear vision and commitment: to being a place where a diverse mix of talented people engage and do their best work. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

## About Koya Partners | Diversified Search Group

Koya Partners, a Diversified Search Group company, is the nation's premier search firm dedicated to mission-driven leadership. Since its founding in 2004, Koya has had an exclusive focus on mission-driven clients and was founded on the belief that the right leader can transform an organization and have a deep and measurable impact on our world. Koya works with nonprofits & NGOs, responsible businesses, and social enterprises in local communities and around the world.

Diversified Search Group is consistently recognized by Forbes on its top 10 list of "America's Best Executive Recruiting Firms" and is an industry leader in recruiting transformational leaders for a changing world. The firm is deliberately different in its approach, with best-in-class teams who have decades of experience in cultivating inclusive leaders, understanding the dimensions of diversity, and building equitable teams.

Learn more about Koya Partners | Diversified Search Group via the [firm's website](#).