



NOW HIRING –
EXECUTIVE DIRECTOR
at SOUTHSIDE EARLY CHILDHOOD CENTER

For release – January 2025

ABOUT THE OPPORTUNITY

SouthSide Early Childhood Center (“SSECC”) is the oldest early childhood center west of the Mississippi river. At 135 years strong, we have been creating equitable and inclusive learning opportunities and support services for children 6 weeks to 5 years and families. We believe early childhood education can be the difference between being left behind and leading the way. Through its early childcare centers, close family partnerships, and thought leadership, SSECC works to empower and educate its clients in targeted neighborhoods within the St. Louis area. We put our mission into action through our four pillars of education, health, connection and thought leadership.

For more information, visit SSECC’s website at <http://southside-ecc.org/>.

Poised for continued growth, SSECC is seeking an Executive Director who thrives on making the next chapter of our organization’s vision come to life. Responsible to the Board of Directors, the Executive Director will serve as a key leader for a dedicated internal team and a base of passionate stakeholders motivated to serving children and families in the local St. Louis community.

YOUR MISSION AS EXECUTIVE DIRECTOR

- **ADVANCE THE MISSION OF SSECC [Executive Leadership & Board Relations]** – Partner closely with the Board of Directors to further SSECC’s vision and mission. Engage the Board through transparent communication regarding financial and operational performance while providing inspiration and alignment for team members. Ensure ongoing quality of programs, operations, community and public relations, fundraising, financial management, communications, and administration.
- **INSPIRE TALENT & FOSTER A COLLABORATIVE CULTURE [Team Leadership]** – Lead and align a high-performing team of 5+ passionate team members, including program leaders, office management and leaders in development, family partnership, and advocacy and community partnerships. Create a collaborative culture that promotes teamwork, trust, transparency, and accountability. Foster professional development and evaluate performance while encouraging the team to maximize strengths. Partner with the team to further define clear and consistent roles and responsibilities to maximize efficiency, productivity and employees’ strengths and motivations.
- **NURTURE EDUCATION PROGRAMS & OPTIMIZE FAMILY PARTNERSHIP [Program Oversight & Family Support]** – Oversee and ensure excellence and impact in all SSECC programming and services for our three locations. Work closely with Program Directors to strengthen programs, measure performance and improve quality to ensure SSECC’s programs are meeting the needs of our children and preparing them for academic and social success. Serve the needs of diverse families by providing ongoing support and resources leveraging staff, community partnerships, and programs. Continue expanding support for all families.
- **BUILD & EXPAND INSTITUTIONAL RESOURCES [Fundraising & Development]** – In partnership with SSECC’s Board and the Development Director, help identify opportunities to generate funds for the ongoing sustainability of the organization and ensure services are accessible for individuals in need. Drive donor identification and directly participate in cultivating relationships and soliciting support. Oversee and support staff in developing annual and long-term fund development strategies.
- **SERVE AS THE VOICE & FACE OF SSECC [Advocacy, Community Engagement, & Public Relations]** – Represent SSECC as a well-respected early childhood partner in the St Louis area. Work externally with community groups, local leaders, and government agencies to advocate for and advance SSECC’s services. Create opportunities to forge strategic partnerships with outside providers, funders and partner agencies. Manage and elevate SSECC’s brand in



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the community. Serve as primary spokesperson and public face of the organization, consistently and effectively identifying opportunities to represent SSECC both locally and beyond. Consistently and effectively represent SSECC and its mission at events, on regional committees, and, in media.

IS THIS A MATCH FOR YOU?

- You have a **strong passion for the mission of SSECC**, including an unwavering commitment to providing resources and solutions for underserved children and families in the St. Louis area.
- You have gained **8-10+ years of progressive leadership experience, including a demonstrated record of success in the development of people, processes, and organizational resources**. Experience must include 3+ years of leadership for a team of direct reports, including an ability to inspire and motivate, to manage conflict, and, to foster a healthy organizational culture through teamwork and collaboration.
- Prior **education/early childhood education experience** is a strong plus.
- You have a demonstrated **commitment to diversity, equity, and inclusion**, and bring a strong level of cultural awareness to SSECC's children and families. You foster a high standard of ethics and instill mutual trust and confidence as you lead.
- Your experience includes **a proven track record and/or aptitude for identifying key resources and developing funds**. Familiarity with best practices in annual giving, endowments, events, grants, and major gifts is preferred.
- You are well-versed in **proactively communicating with internal and external stakeholders**. You confidently interact with team members at all levels and react with diplomacy and tact. You bring experience communicating a vision and prospective road map to key stakeholders and community constituent, and you build relationships with an inclusive, collaborative leadership style.
- You are a servant-leader with the **ability and desire to flex between strategic and tactical priorities required**. Superior project management skills and a proactive mindset is required.
- You have developed a **solid business acumen, including strong technology skills and a data-driven approach**. Four-year college degree required. Advanced degree a plus.

WHY JOIN US?

- **MAKE A FOREVER IMPACT IN THE ST. LOUIS COMMUNITY** – Become part of a life changing journey in providing accessible, high-quality early childhood education and services for children and families in the St. Louis area. We are seeking a leader who is passionate about making a difference and is seeking a forever impact in their work.
- **ENGAGED BOARD & DEDICATED EMPLOYEES** – Our Board of Directors is engaged and committed to strategic organizational growth. SSECC's dedicated staff are passionate about carrying out the mission and impacting the lives of individuals and families through their programs and partnership.



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- **OPPORTUNITY TO BUILD & INNOVATE WITH BEST PRACTICES** – You will lead with the freedom to build, innovate, and guide the organization’s strategy with creativity and best practices to promote mission advancement efforts. Southside is well poised to further its contribution to early childhood practice focused on equity, internally as a premier provider, and through its external thought leadership, advocacy and influence.
- **COMPETITIVE COMPENSATION & BENEFITS** – SSECC offers a competitive salary and comprehensive benefits including medical, dental, vision, life, short-term and long-term disability insurance; 401K plan; and professional development opportunities.

LOCATION & TRAVEL

This position must be based on-site in St. Louis, Missouri. The position will collaborate with the local team and partner closely with the Board of Directors, key donors, and other stakeholders. Occasional evening and weekend events and minimal local travel are required.

READY TO APPLY?

Upload your resume at www.occhiosearch.com. Please direct all questions, referrals, and applications to our retained search consultants at Occhio Search & Recruitment. Contact Angie Akerman (angie@occhiosearch.com) and Hannah Phillips (hannah@occhiosearch.com) with questions. *All resumes, referrals and inquiries will be held strictly confidential.*

SouthSide Early Childhood Center is an Equal Opportunity Employer. We welcome differences in form of gender, race, ethnicity, disability, geography, socioeconomic status, age, politics, religion, philosophy, sexual orientation, gender identity or expression and veteran status. All applicants who share this goal are encouraged to apply and we look forward to hearing from you!