

The Transformation Center, in Roxbury Massachusetts, invites applications for the position of Executive Director.

The Transformation Center is a (TTC) is a 501(c) (3) not for profit organization, governed and staffed by persons with lived experience of mental health issues.

Our Mission Statement:

As peers in all stages of recovering our mental health wellness and freedom from trauma and addiction

~ We promote the growth and voices of people with lived experience, individually, in communities and in organizations.

~ We facilitate these diverse voices to impact and transform policy and practice.

The work of the TTC is to:

- *promote the voices of people with lived experience, individually, in communities and in organizations.*
- *facilitate these diverse voices to impact and transform policy and practice*
- *convene and listen to sometimes widely differing views among subgroups of our community, while remaining focused on impacting and transforming policy and practice*
- *fight injustice and partner for change with ally and affinity groups*
- *foster the growth of Peer Support by training specialists to fulfil these needs either on a one-to-one or group setting*
- *increase the number of venues where Peer Support and recovery can take place*

The Executive Director: is the organization's primary representative to the broader community: brokering partnerships with government, nonprofit and for-profit organizations and advocating for its vision at the local, regional, and national levels. The new executive director will build on TTC's organizational strength and reputation as a flexible, innovative and data-driven partner to develop the peer support workforce, support the expansion of peer-operated program models, and create new opportunities for our constituency to develop resilience using and contributing value to health systems and communities. The new executive director will bring strong management skills and a passion for trauma informed communities, access and inclusion.

The Executive Director will:

- *develop and implement marketing/communications programs creating a clear and consistent identity*
- *initiate, develop and maintain productive and mutually beneficial collaborative relationships with individuals and organizations.*
- *cultivate and maintain relationships with private and public funding sources; develop and execute fundraising strategies*
- *provide leadership ensuring the success of special and regular fundraising events*
- *provide leadership to, and assign or contract for skilled and appropriate staff to write, submit and report on effective grants and RFR responses*
- *ensure TTC programs are of the highest quality and meet the needs of a variety of audiences and stakeholders*
- *generate and use program approaches and innovation to enhance mission-driven impact*
- *ensure the organization remains informed and relevant in the policy environment including health, community, budget and legislation impacting the organization and constituency*

The Executive Director:

- *reports directly to the board*
- *works with the board in order to fulfil the mission of the TTC as defined by the board*
- *communicates effectively with the board and provides, in a timely and accurate manner, all information necessary for the board to function properly and to make informed decisions*
- *is responsible for the fiscal integrity of the TTC to include submission to the Board of a proposed annual budget and monthly financial statements, which accurately reflect the financial condition of the organization*

- *is responsible for fiscal management that generally anticipates operating within the approved budget, ensures maximum resource utilization, and maintenance of the organization in a positive financial position.*
- *is responsible for fundraising and developing other resources necessary to support the TTC's mission.*
- *Is responsible for strategic planning to ensure that the TTC can successfully fulfill its Mission into the future.*
- *Is responsible for the enhancement of the TTC's image by being active and visible in the community and by working closely with other professional, civic and private organizations.*

About the Transformation Center

Our values are Self-Determination, Being part of the solution, Independence, Mutuality, Social Justice

- *Governance of the organization consists of a community-based board and 4-member executive committee. At all times, at fifty-one percent of board members are people with lived experience of mental health, trauma, and/or co-occurring addiction recovery*
- *We are committed to creating a trauma-sensitive organization and advocating for trauma-sensitive care for those seeking wellness*
Our peer support programs include:
 - *The current operation of the Central Mass Recovery Learning Community (KIVA) offering peer support in hospital and community settings reaching over 3000 across its 98 cities and towns.*
 - *a new Young Adult Access Center (ZIA) in Worcester led by and for young adults*
 - *over 5000 reached annually in person and social media with support and information*
 - *innovative projects and celebrations designed by the community itself*

The TTC uses Nationally recognized approach to developing trauma informed communities in which the prevalence and impact of trauma is understood, and resilience is a shared focus of support. Our training programs include:

- *Certified Peer Specialist (CPS) Program with currently over 1000 certified. This high-quality program is the only current CPS certification contracted in the Commonwealth and is also recognized nationally by the Veterans Administration.*
- *New workforce development contracts for training & technical assistance to service providers and systems involved in state health policy roll-out of Accountable Care Organizations*
- *Capacity in a variety of national best practice peer support domains including Intentional Peer Support (IPS), Trauma Informed Peer Support (TIPS), Parenting Journey, Addiction and Trauma Recovery Integration Model (ATRIUM), Leadership Academy (MLA) Hearing Voices, Peer Facilitation, 'Do No Harm' and Wellness Recovery Action Plan (WRAP).*

The TC did the essential policy work to initiate, design and bring about new models in the Commonwealth including the Recovery Learning Community (RLC) and CPS models which are now well established. To address the organization's mission, we are currently focused on:

- *best practice CPS workforce expansion within new healthcare systems*
- *best practice CPS continuing education*
- *health equity in access to peer support, including new models and a diverse CPS workforce*

We continue to explore strategies to advance trauma-informed health & community policy.

Currently we use a variety of policy tools:

- *Community Voice Gatherings to share and learn among people with lived experience*
- *Nationally recognized affinity group development with specific policy objectives around advancing gender- and culture-specific access to support and services among Deaf, Latin, Black, Asian and SOGIESC communities*
- *Research collaboration contracts to advance model development and policymaker commitment to trauma-informed, culture- and gender-responsive support and services. Regional, state and national level collaborations*

Executive Transition

The Transformation Center is currently led by an Interim Executive Director who has been with the organization for over 10 years. A search committee of the Board has assumed the responsibility of managing the search. Currently the Transformation Center is responsible for the administration of multiple new contracts that position the organization to sustain or grow as a part of new healthcare integration policy in the Commonwealth.

Relevant Skills and Experience

Minimum Requirements

- Bachelor's degree required; advanced degree preferred
- Demonstrated management skills; management experience with both human service and policy program administration preferred
- Demonstrated strong collaboration and political skill; knowledge of and experience with the movement for trauma informed peer support strongly preferred
- Excellent written and verbal communication skills
- Demonstrated ability to encourage and maintain open communications with staff, board, volunteers, funders, stakeholders and the community
- Strong proponent of social media

Profile of the ideal candidate

- Strong track record of strategic thinking, planning, and ability to align mission, business model, internal management and systems/structures, and staff/board skills, while creating/enhancing/evaluating/aligning programs, stakeholder collaborations. communication and activity to support that strategy.
- Proven ability to accomplish long-term development and growth with demonstrated success in the process and skills of developing and maintaining new funder relationships, grants and contracts
- Strong financial acuity and integrity
- Ability to represent the organization with strategic clarity in writing and public speaking.
- Lived experience of mental health and/or trauma recovery, and personal orientation toward respect of personal choices in healing and recovery
- Demonstrated commitment to social justice, inclusion and access

See www.transformation-center.org for more information about the organization.

The Transformation Center is an Equal Opportunity Employer. We will seek and welcome a diverse pool of candidates.

CANDIDATE GUIDELINES

This national search is being conducted by the Executive Search Committee of The Transformation Center. Please go to www.SearchCommittee@transformation-Center.org to submit resumes and cover letters.

Although electronic submissions are strongly preferred, we will accept submissions made via postal mail. Please send the required information to: **The Transformation Center: 98 Magazine Street, Roxbury, MA 02119. ATTN: Amina Scott**

Candidates must include a resume and a cover letter with salary requirements, information regarding how you learned of the position, and a description of how your qualifications and experience match The Transformation Center's needs and mission. Candidates may also attach up to 3 other relevant documents (e.g., published articles, presentations, etc.).

Applicants are requested to submit their candidacy within 30 days of the position posting date.

Submissions received by **(10/30/19)** will be prioritized however applications will be accepted until the position has been filled.

Salary is commensurate with experience, within the framework of the organization's annual operating budget.

All submissions will be acknowledged as they are received and are confidential.