



Position Title: Executive Director, Richland County Youth & Family Council (“YFC”)
Department: Richland County YFC
Administrative Agent: Richland County Job & Family Services
FLSA Status: Exempt

Position Description:

The primary purpose of this position is to facilitate and lead the implementation of the Family and Children First Initiative in Richland County.

Position Essential Functions:

1. Coordinate the implementation and continued development of the Family and Children First Initiative.
2. Develop and implement multiple funding streams (e.g., establish the funds, release requests for proposals, coordinate pool funders, etc.).
3. Supervise Service Coordinators working for YFC.
4. Administer Family-Centered Services and Support (“FCSS”).
5. Assist with policy and program development by working with the Youth and Family Council as a whole and the Council’s Finance Committee.

Position Qualifications

1. Possession of a Bachelor’s degree from an accredited college or university.
2. Possession of a Master’s degree from an accredited college or university preferred.
3. Minimum of four (4) years of related work experience and/or training.
4. Independent clinical licensure (i.e., LISW, LPCC, IMFT) strongly preferred.
5. Clinical licensure (i.e., LSW, LPC, MFT) preferred.
6. Effective oral and written communication skills including effective public speaking.
7. Excellent interpersonal skills with an ability to build effective teams, mentor and coach others.
8. Ability to interact effectively with individuals and other agencies in the community.
9. Demonstrate critical thinking, self-motivation, and strong organizational skills.
10. Proficiency in computer technology: Microsoft Office, specifically Microsoft Excel, Google Mail, and other commonly used programs.

Richland County offers a competitive compensation and benefits package with the hourly wage for this position starting at \$30.99. The County benefits package includes health, dental, life, additional life, optional vision, and other benefits related to public sector employment. Additionally, Richland County employment includes participation in the Ohio Public Employees Retirement System (“OPERS”). Qualified candidates may send a resume and letter of interest to Lori Bedson via e-mail at Lori.Bedson@jfs.ohio.gov.

Equal Opportunity Employer