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MARY CARIOLA CHILDREN'S CENTER

(Rochester, NY)

PRESIDENT / CEO

BACKGROUND

Mary Cariola Children's Center ("Mary Cariola") is a nationally renowned agency in Rochester, New York whose mission is to provide the highest quality individualized services for children with cognitive delays. The Center serves children with multiple, complex disabilities that public and private schools are not able to accommodate. Founded in 1949 by Mrs. [Mary A. Cariola](#), along with parents and friends of children with significant disabilities, the Center has evolved from a small day care agency to a \$25M operation serving upwards of 550 children and young adults, from 10 counties and over 40 school districts.

Each and every child that Mary Cariola serves receives a customized plan — one of the hallmarks of care at the Center. The child's growth environment is tailored and staff members are assigned to meet his/her individual needs because children served at Mary Cariola have multiple disabilities, typically mental retardation and autism, or other significant behavioral disorders.

The largest service at Mary Cariola is the Day Program which includes Early Intervention, Preschool and School Age programs. School districts turn to Mary Cariola because they can't effectively serve children with these complex challenges. The School Age Program provides instructional and therapeutic services to children with these multiple disabilities from three to 21 years of age.

Mary Cariola Children's Center also offers residential programs, specialized therapy, and much more:

- **Residential Programs.** Five group homes across Monroe County currently house about 40 children and young adults. Children receive around-the-clock guidance, clinical and direct care, and support with ongoing opportunities to learn and grow.
- **Specialized Therapies.** Core clinical services—speech, physical and occupational therapies—are augmented by other therapies for the body and mind such as Music Therapy, Dog Therapy and a Snoezelen Room. The Snoezelen room is designed to therapeutically heighten the senses through a unique blend of stimuli that excites or relaxes a child, depending on their need.
- **Transition Program.** To prepare students for employment, the Transition Program teaches and reinforces a variety of social and life skills. The program includes four components: Food preparation (including planning, budgeting and shopping), Leisure activities and hobbies, Physical fitness and recreation activities and Community service.

- **The Adaptive Equipment Workshop.** To empower children to interact with their environment and be more independent, the Adaptive Equipment Workshop offers children the opportunity to innovate. They create, adapt and repair equipment and devices that improve quality of life for other children with disabilities.
- **Medicaid Service Coordination program (MSC).** This program assists children from three to 21 years old who live in Family Care, Individualized Residential Alternative (IRA), or their own home. Through a partnership with the NYS Office for People with Developmental Disabilities, this program starts with a customized plan, and allows for support such as environmental modifications for the home, ramps, food, clothing, and other assistance and services.

Headquartered in Rochester NY, with 2 school campuses and 5 residential homes, the agency has a budget size of \$25M and a staff of 600 employees. Mary Cariola's main source of funding is from the New York State Education Department and OPWDD.

POSITION

Mary Cariola Children's Center is seeking a new **President / CEO** to provide vision and leadership to the development and achievement of the Agency's philosophy, strategy and annual goals in a manner consistent with its mission, and who is a pivotal interface with Board, staff, management, donors , students, their families and the Rochester Community at large. The President must be able to guide Mary Cariola into the future, managing complex procedures and organizational changes that may be required. The President reports to the organization's Board of Directors and will be responsible for the leadership, management, and growth of Mary Cariola including planning, annual budget development, and implementation and evaluation of all programs and operations in conjunction with senior staff and the Board of Directors. The President /CEO is supported by a very passionate and engaged Board.

Professional leadership is an integral component of the position. The President will be expected to be a leader and a resource to the Board and staff in addressing Mary Cariola's opportunities and challenges. S/he must be a strong communicator in groups and with individuals, able to interpret issues clearly, and effectively persuade others in a manner that leads to agreement and action.

It is expected that the President will spend the majority of his/her time working externally with the goal of increasing awareness of the Mary Cariola Children's Center and result in growth of private support and public recognition as well as interacting with the New York State Education system. S/he will be deeply involved in working with the Board, the school districts and the community.

Finally, the President / CEO will work closely with the Board to lead and implement a strategic discussion and process to develop a vision and plan for the future goals of Mary Cariola.

RESPONSIBILITIES

Leadership and Executive Management

- Provide day to day executive leadership and management.

- Design and implement a strategic business plan for organizational growth including initiatives in financial resource development, staff development, performance evaluations, marketing/communications, external affairs and Board development.
- Lead, motivate, supervise and evaluate the senior management team and, through them, the entire professional staff. Oversees the recruitment and retention of qualified professionals for positions as needed.
- Encourage leadership development, and staff education to ensure the continuous delivery of innovative, high quality services.
- Maintain an excellent working knowledge and navigate the Center through changes in the Developmental Disabilities system, rate appeals and changes in New York State regulations.

Revenue Development

- Expand the Center's capacity in fundraising and grant development to support current and future program initiatives.
- Create and execute a financial resource development plan outlining goals and strategies to increase support for Mary Cariola.
- Oversee special events and special campaigns as needed to increase financial support and awareness of Mary Cariola.

External Relations

- Serves as the spokesperson and public face of Mary Cariola, inspirationally promoting the understanding and the importance and relevance of Mary Cariola's work with students, parents, volunteers, partners and local, state and federal governments and legislators.
- Represents the Center in broad community activities and maintains a strong visible community presence.
- Network actively with stakeholders to address issues affecting children with cognitive delays and their education.

Board Development

- Work with the Board Chair and other Board leadership to set objectives for the Board and its committees; plan Board and Executive Committee meetings and agendas.
- Work effectively with the Board and its committees to maximize their efforts, create a strategic plan and maintain a focus on the mission and vision for Mary Cariola.
- Work with the Board Chair to identify, recruit, and orient new Board members.

Finance, Administration

- In collaboration with the Board and senior management, create an administrative and operational plan for the agency including organizational structure, internal communications and financial operations.
- Closely monitor the financial status of the organization and ensure that sound financial controls are in place and observed. Ensure proper management, execution and accountability for all financial operations.
- With the CFO and other senior staff, evaluate the feasibility and financial impact of ongoing programs, new initiatives and the development of pricing strategies.
- Review and implement a technology plan to meet the ongoing needs of the agency.

QUALIFICATIONS

- At least 10 years progressive senior level management and organizational leadership experience.
- Experience in the field of developmental disabilities and education strongly preferred.
- Experience in effecting change by engaging board and staff, and by actively playing an external role as a bridge builder and spokesperson in the community.
- Verifiable track record in all aspects of fundraising, especially in areas of personal cultivation and solicitation of individual donors, foundations and corporations.
- Appreciates and respects the agency's heritage and culture.
- Empowering, visionary leader with the talent to read internal and external pulses. Willingness to form innovative, collaborative partnerships with other mission driven organizations.
- Political savvy, with an ability to navigate the regulatory arena within New York State and the school districts.
- Strong verbal and written communication skills and the ability to relate to all levels of staff, Board, education and corporate leaders, and valued stakeholders.
- Ability to inspire and motivate staff: to create a dynamic work environment, be decisive yet inclusive, and model and teach a philosophy that encourages integrity, growth, creativity, appropriate autonomy, accountability and teamwork among staff.
- Financial management experience (budget development and management).
- Masters degree in Human Services, Education or Business field preferred.

COMPENSATION

An attractive and competitive compensation package will be available.

FOR MORE INFORMATION, PLEASE CONTACT:

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