



Jewish Federation
of Cleveland

**PRESIDENT
JEWISH FEDERATION OF CLEVELAND
POSITION SPECIFICATION**

The Jewish Federation of Cleveland

The Federation is a 115-year-old community cornerstone that aspires to leave no community member behind. Rooted in traditional Jewish values of justice (tzedek), repairing the world (tikkun olam), acts of loving kindness (gemilut chasadim), and Jewish peoplehood (klal yisrael), we commit our values into action every day. By honoring and respecting those who have come before us, and paving the way for those who will come after, we exist to build a better world and to educate, empower, and care for those who share it.

The Position

A successor is being sought for the current President, Stephen Hoffman, who is retiring after 35 years. As the Federation’s professional leader, the President is responsible for ensuring delivery of the vision and mission of the Federation, and is in a position to guide the future of Jewish Cleveland. This position requires an accomplished, politically sensitive individual with exemplary interpersonal skills and highly developed skills in community building and fundraising. The President must be an effective and dynamic leader who promotes a productive work environment, and selects and develops “A-level” performers. As the senior executive responsible for overseeing all aspects of Federation work, including: Financial Resource Development, Strategy, Planning, Allocations, the Annual Campaign, Agency Relations, Operations, Finance, Human Resources, Marketing and Communications; the President must have strong business and organizational skills. In addition, the President will be responsible for the implementation of the strategic plan, together with professional and volunteer leadership, agency partners, and key stakeholders.

The Jewish Federation of Cleveland is one of the largest and most prestigious of the 148 Federations in North America. The President of this Federation has been a leader among the Federation executives, and across the world, expressing ideas and strategies that have advanced the goals of Federations and Jewish communities wherever they may be located. It is anticipated that the successful candidate will continue this leadership in Cleveland and in the Jewish world.

The President works closely with the Chair of the Board and the Board of Directors. Reporting to the President are the heads of Finance, Strategy, Development, External Affairs, and Human Resource Development. Total FTEs are 120. In addition, the Executive Director of the Jewish Education Center of Cleveland also reports to the President and manages a staff of close to 100 employees.

Federation Executive Success Factors:

Business Skills

- The President must demonstrate the ability to build and maintain trusted relationships with all stakeholders, and particularly have the ability to work effectively and productively with volunteer leadership.
- The President must demonstrate his/her ability as a fundraiser, and the ability to successfully solicit and steward major donors and high net worth prospects, and close significant gifts.
- In addition, the President must be a results-oriented professional with excellent business and non-profit management skills.

People Skills

- The President must be a dynamic and experienced leader who inspires, engages, and empowers a high-performing professional staff and builds a cadre of volunteer leaders. S/he is an individual who believes in and promotes leadership development for both professionals and volunteers.
- The President must be an effective communicator who demonstrates excellent written and verbal skills.
- Understanding the values of history and tradition, the President must be able to successfully lead and manage change, balancing the challenges of a changing philanthropic environment and changing demographics with the traditional approaches, which have served the Cleveland community in the past. S/he will successfully collaborate, working in concert with others to achieve shared objectives, and directly address any conflicts with appropriate sensitivity.

Personal Qualities and Style

- The President displays integrity and credibility in all actions, and is open, accessible, and accountable. S/he must be able to engage easily with others, be a continuous learner and lead with intelligence and good judgment.
- The professional leader of the Cleveland Federation must consistently demonstrate a passion for and knowledge of the Jewish world and Israel. S/he must be committed to Jewish life, Jewish values, and the work of the Federation and the Federation movement.

Visionary and Strategic Leadership

- The President must be able to think and act strategically, understanding and anticipating the implications of decisions and actions.
- The President must be able to inspire engagement, participation, and commitment from multiple stakeholders and generate enthusiasm for the Federation's mission.

Qualifications

The ideal candidate will have:

- An advanced degree with strategic leadership and management experience in business, government, academic, and/or nonprofit sectors.
- A proven record of success in fundraising and stewarding relationships with major donors.
- A successful track record of working effectively with a Board, and sensitivity to the volunteer-professional partnership.
- Enthusiasm about the Federation’s mission and the ability to inspire others to create a community dedicated to that mission.
- Ability to be a leader in the Jewish Community, in Cleveland, and in the Federation world.
- Experience in Cleveland is desired.

Compensation

A very attractive compensation and benefits package will be offered to the successful candidate.

Interested individuals should submit a cover letter and resume to:

Lee Ann Howard

Howard & O’Brien, Inc.

Email: JFC-President@howardobrien.com

Howard & O’Brien Associates, Inc (www.howardobrien.com) is an award-winning, retained executive search firm specializing in senior-level recruitment assignments. We are a recognized leader in executing high caliber, personalized executive recruitment assignments with a diverse client base. Our focus is matching our clients with “perfect fit” candidates...individuals who not only have the skill sets required, but also the leadership philosophy, chemistry, and management style to effortlessly mesh with our clients’ cultures. We believe in treating all candidates with dignity and respect during the entire search process to ensure an exceptional experience for all parties.