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associates

Executive Search



Chief Executive Officer

Client Overview

The [Association of Maternal & Child Health Programs \(AMCHP\)](#) is seeking a dynamic **Chief Executive Officer (CEO)** to build on and preserve their mission of being a national resource, partner, and advocate for state public health leaders and others working to improve the health of women, children, youth, and families, including those with special care needs. AMCHP has retained Sterling Martin Associates to conduct this search.

Headquartered in Washington, DC, AMCHP is an organization committed to improving the quality of life for women, children, youth, and families, including those with special health care needs. Their vision is for a nation that values and invests in the health and wellbeing of all women, children, families, and communities. AMCHP's mission is to protect and promote the optimal health of women, children, and families.

With the passing of the Social Security Act in 1935, the federal government, through Title V, pledged its support of state efforts to extend health and welfare services for mothers and children. This landmark legislation resulted in the establishment of state departments of health or public welfare in some states and facilitated the efforts of existing agencies in others. Over the years, the achievements of Title V-supported projects have been integrated into the ongoing care system for children and families. Although Title V has been frequently amended over the years, the underlying goal has remained constant: continued improvement in the health, safety, and well-being of mothers and children.

AMCHP members come from the highest levels of state government and include directors of maternal and child health programs, directors of programs for children with special health care needs, and other public health leaders who work with and support state maternal and child health programs. AMCHP's members strive to improve the health of all women, infants,

children and adolescents by administering critical public health education and screening services and coordinating preventive, primary and specialty care. AMCHP's membership also includes academic, advocacy and community-based family health professionals, as well as families themselves.

AMCHP builds successful programs by disseminating best practices; advocating on members' behalf in Washington; providing technical assistance; convening leaders to share experiences and ideas; and advising states about involving partners to reach the organization's common goal of healthy children, healthy families, and healthy communities.

AMCHP currently receives support from the Maternal and Child Health Bureau and the Centers for Disease Control and Prevention in the U.S. Department of Health and Human Services, the Lucile Packard Foundation for Children's Health and the W.K. Kellogg Foundation, in addition to the dues paid by AMCHP members.

The organization has revenues of approximately \$6.5 million, a 20-member board of directors and 30 employees. For additional information please visit www.amchp.org.

Chief Executive Officer

Reporting to the Board of Directors, the CEO provides direction and leadership for the organization's mission and vision, represents and speaks for AMCHP and its work, and manages the day-to-day operations. The next executive will inherit an organization that is respected by its members, with a highly motivated and engaged staff, and a solid governing board.

Specific Duties & Responsibilities

The CEO plays a variety of leadership roles both inside and outside the organization. With ongoing transformation of health systems in the United States, including the current uncertainties surrounding the Affordable Care Act, the health system field continues to evolve, and Title V needs to remain relevant to those systems and seen as a key contributor to the health and well-being of women, children, families, and communities in states and territories. The CEO and Board of Directors will determine AMCHP's role in addressing the political, legislative, and public health changes with an opportunity to lead discussions and advocate for policy that benefits the members, constituents and clients.

Specific responsibilities of the CEO:

- Effectively represent and promote the organization as the national voice for state and territorial maternal and child health programs
- Successfully manage day-to-day operations, including oversight of staff and programs, procedures and systems, human, infrastructure and technological resources
- Oversee the organization's fiscal operations and fund-raising strategies and plans

- Develop and implement initiatives to operationalize the organization’s strategic plan and priorities
- Oversee development and implementation of programs, initiatives, activities, products and services
- Support the board in its governance role, ensuring effective relationships, and assuring accountability to the board
- Oversee member relations and the work of the organization committees, including oversight of the annual meeting
- Develop and maintain relationships; and create partnerships with partners and stakeholders, which include: key federal agencies, national policymakers, organizations, foundations and the public

Leadership Outlook and Near-Term Priorities

The CEO and board will determine AMCHP’s role in addressing the political, legislative and public health changes with an opportunity to lead discussions and advocate for policy that benefits the members, constituents and clients.

The priority responsibilities of the new CEO for the first 12 – 18 months:

- Maintain relationships with stakeholders such as partners, coalitions, members, board, staff, and other government entities
- Solidify and define AMCHP’s strategy around new funding opportunities
- Develop an understanding of the strategic issues facing AMCHP and maintain its position as a leader in this changing environment
- Analyze the operational structure of AMCHP staff and systems and create a realistic plan for measured growth, including ongoing professional development opportunities for staff
- Develop trust and working relationships with diverse stakeholders, including staff, board, members, government agencies and other diverse constituencies
- Develop an in-depth understanding of the complexities of AMCHP, including how different state agencies function, and monitor the public health environment and its potential impact on members’ ability to focus on their missions
- Maintain regular contact with the board, funders and members to establish a regular communication pattern and a seamless transition

Experience and Leadership Attributes

Ideal candidates for this position will genuinely value a future where the health needs of women, children and families are prioritized, and demonstrate the willingness to lead AMCHP through the continually evolving landscape of health systems.

In addition to experience in leadership, management, supervision, financial and resource management, and board relations, a strong candidate will also bring a variety of experiences and attributes to AMCHP, including:

- Ability to provide visionary and strategic leadership and translate that vision into measurable strategies and concrete actions that advance the mission
- Well-developed written and oral communications skills and style, including listening and messaging
- Proven networking ability, exceptional interpersonal skills, development and understanding of complex relationships, with the ability to engage a diverse group of stakeholders
- A background in public health and an understanding of the role of Title V in the public health arena, health reform, and the Affordable Care Act; and the importance of the family voice in health care
- An inspiring, supportive and inclusive leadership style with a successful track record of motivating, supporting, and developing staff
- 10 years' professional experience of progressive leadership and management responsibility, preferably in a nonprofit organization, membership organization, or association
- A basic understanding of the legislative process and advocacy, with a well-developed political savvy and understanding of bureaucracy, including knowledge of local, state and federal public health programs
- Experience with change management and desire to complete a seamless transition in conjunction with the board and staff
- A strategic thinker with well-honed business acumen and a commitment to public service
- Proven experience with fiscal management, budgeting, and operations, including responsibility for developing and managing at least a \$6.5 million budget
- Successful track record in fund development including membership fees and dues, grants and philanthropic support, and the ability to identify new revenue streams
- Experience supporting the board of directors in its governance role, fostering its ongoing development, and keeping it informed about internal conditions and external developments
- An understanding of association management and the priority of member services
- Trustworthy with high integrity, flexibility, resilience, and a positive affect
- Desire, ability and willingness to travel nationally

- Proficiency in use of communications and office management software applications, with an awareness of web/social media applications
- Master's degree required; MPH preferred

Compensation

AMCHP offers competitive salary and comprehensive benefits. The organization offers stimulating work and professional development opportunities.

To apply, please send a cover letter and current résumé (Microsoft Word® format preferred) to amchp@smartinsearch.com. A well-crafted cover letter outlining how your background and experience relate to the position is considered an important part of the candidate review process. All applications will be acknowledged. The Association of Maternal & Child Health Programs is an equal opportunity employer and welcomes and encourages diverse applicants.

For more information, please contact:

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