



President & CEO

Enable, Inc.

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BOSTON | NEW YORK

Enable, Inc. is seeking a dynamic and experienced leader to be the next President & CEO of this vital organization. Reporting directly to the Board of Directors, the new President & CEO will oversee a long established and highly effective human services agency.

About Enable, Inc.

Enable's mission is to develop and manage innovative and responsive services that enhance the ability of individuals to lead a meaningful and independent life in the community.

Founded in 1978, Enable, Inc. is a non-profit agency which provides a variety of educational, social, rehabilitative, and therapeutic services to children, adolescents, and adults. Enable creates a continuum of unique and innovative services that facilitate individual growth and family integration. These services, which are individually-centered, family-focused, and delivered in a developmental context, enable individuals to realize their potential. The organization is accredited by the National Association for the Education of Young Children and the National Association for After School Programs.

Enable established 9 values as representative of a system of core beliefs and has integrated this value system into the policies and operations of the entire organization. These values are respect, leadership, responsiveness to change, developmental approach, systems approach, family, community integration, empowerment and outreach. This value system applies to the quality of interaction between and among clients, staff, supervisors, and programs.



Diversity and Equity at Enable

At this time of historic health and social challenges, Enable seeks to reaffirm its community-oriented mission. Systemic and institutional inequities, especially in matters of race, remain major impediments to people and communities achieving their full potential. Enable believes that an organization that prioritizes diversity, equity, and inclusion creates an environment that respects and values individual differences along varying dimensions. Through an approach that continually emphasizes that the individual, the family, and society are interconnected, and ever-mindful of their mission to deliver innovative and responsive services and programs, Enable seeks to enrich and strengthen their commitment to diversity and multiculturalism and advance equity as a core value within Enable.

Programs

Enable, Inc. operates five programs which provide a variety of educational, social, rehabilitative, and therapeutic services to children, adolescents, and adults, enabling these individuals to realize their full potential in the community. Enable's programs serve communities across the counties of Barnstable, Bristol, Middlesex, Norfolk, and Plymouth, with each agency having specific service delivery areas within particular counties.

Cole-Harrington

Established in 1978, Cole-Harrington is a comprehensive child care program for children aged two months to twelve years residing in Bristol, Norfolk, and Plymouth counties. Originally established as an educational child care center for toddlers and preschool children, Cole-Harrington now includes:

- The **Pre-K/School-Age Enrichment Program**: Developed in partnership with the Canton School System in 1986 to serve kindergarten and school-aged children; now includes preschoolers.
- The **Preschool Enrichment Program**: A program specifically designed for preschoolers.
- The **Infant/Toddler Enrichment Center**: A program specifically designed for children aged 3 months to 2.9 years.
- The **Early Learning Center**: A program specifically designed to serve infants, toddlers, and preschoolers.
- The **Family Child Care System**: The Family Child Care System provides home based child care services to low income children and children at-risk for abuse and neglect. The program contracts with approximately 75 family child care educators and offers a range of support services to family child educators to help them achieve their goals for a responsive, meaningful and high quality child care program.

Cole-Harrington is committed to serving families and children from all cultural and economic backgrounds and holds contracts with the Department of Early Education and Care (EEC) and local voucher management agencies to provide care for low income families, families who receive transitional assistance, and at-risk children involved with the Department of Child and Family Services (DCF). Cole-Harrington offers transportation to children funded by EEC and social services to all families.



Consultation Services for Children

Consultation Services for Children (CSC) offers Early Childhood Mental Health Consultation services to early education and care programs located in forty-seven Central MA, Metro Boston and Southeast towns.

Established in 2010, CSC is one of six Early Childhood Mental Health Consultation programs in Massachusetts funded by the Department of Early Education and Care (EEC). CSC consultants form collaborative relationships with early childhood educators and families to support their capacity for preventing and addressing challenging behaviors within the classroom.

Early Intervention

The Early Intervention program offers a developmental/therapeutic program for children from birth to age three who have an established disability or are at risk due to biological or environmental factors. Certified in 1989 by the Department of Public Health, Early Intervention provides comprehensive, developmental services that are family-centered and focus on each child and family's individual strengths. Additionally, Early Intervention offers Toddler Time Playgroups for infants, toddlers and their families.

First Steps for Families and Children

The First Steps program services families with children from birth to age eighteen utilizing the principles and practices of social work, early childhood education, and rehabilitation in order to protect children and their families from abuse and neglect, to strengthen positive individual and family functioning, and to preserve the integrity and dignity of the family while addressing the developmental needs of the individual

members. First Steps provides services through the Department of Children and Families Family Networks Program.

NETWORKS Supported Living Services

Networks Supported Living Services is designed to provide case management to individuals with disabilities allowing them to live independently, with control over one's life. Individuals in Supported Living benefit from assistance to explore options and make informed decisions and are empowered to choose their own paths, including taking risks that promote growth and independence. Networks case managers can assist with housing, financial management, household management, personal healthcare, equipment needs, transportation, social and recreational activities, education or vocational needs, and personal care assistance programs. Networks provides services to individuals supported by the Department of Developmental Services and Massachusetts Rehabilitation Commission, as well as home and community-based waiver programs.

About the Opportunity

The next President/CEO will be only the third in the more than 40-year history of Enable. After 41 years of extraordinary leadership and service (the last 3 years in the role of President/CEO), Enable's highly respected President/CEO, Gail Brown, will be retiring in December 2021.

The President/CEO is responsible for Enable's operations, functions and activities that provides a range of services to families, children, and adults through a number of different community-based programs. The President/CEO plays a key role in developing the strategic direction of the organization and executing its vision. This position requires someone with a high level of integrity who will take a holistic approach in managing the organization's operations, lead and motivate others to problem solve effectively and efficiently, and represent the organization to the community, government and private funders and general public with a deep knowledge, understanding, and appreciation of the various disciplines in Enable's service delivery models.



The President/CEO reports to the Board of Directors and oversees approximately 185 staff. Enable has an annual operating budget of approximately \$14 million and the President/CEO provides organizational leadership and management for a multi-faceted and complex organization. The President works closely with the Board leadership and senior staff on key issues impacting the organization and its consumers. These include the engagement and understanding of state and local funding opportunities and regulatory directions, advocacy and communication initiatives, strategic collaborations to further organizational

sustainability and impact, and increasing awareness of Enable's service areas.

This is a unique and exciting opportunity to join an established and highly effective human services agency to support its well-respected reputation in the field and service to the regional community.

Key Responsibilities

Leadership and Organizational Management

- Develops and implements strategies to promote the organization's mission and "voice"
- Directs and oversees short- and long-term strategic plans for current and new programs; identifies timelines and resources needed to achieve the strategic goals
- Develops and implements operational plans, policies, and goals that further the mission of the organization
- Evaluates program components to measure success and sets goals to address identified needs
- Builds and maintains a culture which attracts, motivates and retains a diverse staff committed to the mission
- Leads, coaches, and develops an effective high-performance senior management team consisting of HR/Executive Assistant, Director of Finance and Administration and program directors
- Ensures that job descriptions and wage and salary schedules are current and competitive
- Conducts performance appraisals for senior management team; creates actions plan with staff when needed
- Ensures adherence of the organization's daily activities to established policies and legal guidelines
- Devises remedial actions for identified issues; conducts crisis management when necessary
- Ensures compliance with federal, state and local regulations through management of and collaboration with senior management team



Communications & Marketing

- Ensures printed literature and web presence represents the agency and its programs.
- Acts as the spokesperson for organization; makes program presentations to various community groups
- Uses external presence and relationships to garner new opportunities to expand current services and/or serve additional consumers/clients
- Investigates private and state funding resources; attends bidders' conferences
- Participates in professional activities; serves on boards and committees in the local community
- Attends seminars, lectures, and conferences to identify current trends in the field and enhance knowledge base

Finance and Operations

- Works with Director of Finance and Administration to identify and plan action items to fulfill short and long-term strategic plans
- Works with the Director of Finance and Administration and program directors to prepare agency and program annual budgets that support effective and cost-efficient programs

- Works with Director of Finance and Administration to ensure that financial goals are achieved, and operating expenses are within budget
- Oversees facilities management to ensure compliance with all city and state building code and safety regulations
- Oversees Human Resource initiatives to align with the agency's mission and values while ensuring federal and state compliance

Board Engagement

- Develops the annual strategic plan with the Board of Directors
- Oversees the preparation of the agenda and Directors reports for Board meetings;
- Appropriately utilizes the insights and experience of the Board of Directors
- Evaluates Board recruitment needs and leads Board recruitment efforts
- In a timely manner, informs Board of Directors on significant organizational issues of opportunity and/or concern

Key Qualifications

- Passion for the mission of Enable and the capability to effectively serve as the primary advocate for the organization
- Senior level leadership at a nonprofit organization of comparable size and complexity, preferably at an equivalent leadership position
- Extensive experience in a governance role, effectively working with a Board to further the goals and objectives of a vibrant nonprofit organization
- Team leader with ability to engage and motivate staff and members through a collaborative, respectful working environment
- Experience in developing and operationalizing strategies that have taken an organization to the next stage of growth
- Strong financial and performance management skills
- Unwavering commitment to quality programs and data-driven program evaluation
- Experience leading an organization with a strong government funding and advocacy model
- Proficient grant writing skills to enhance and expand services to clients/consumers
- Strong understanding of local, state and federal policies and regulations for child and human services
- Exceptional oral and written communication skills
- Authentic and enthusiastic leadership style
- Dedicated work ethic
- Masters' degree in management preferred with advanced degree in social-work, education, or special education

Enable, Inc. considers applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, sexual orientation, citizenship status, genetic information, or any other legally protected status.

Please email your cover letter and resume in confidence to: EnableInc@developmentguild.com

For more information, please visit www.developmentguild.com.

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About Development Guild DDI

For 40 years, Development Guild DDI has consulted to leaders across the nonprofit spectrum. With offices in Boston and New York, we have successfully collaborated with more than 650 clients nationwide in the sectors of health & science, education, environment, the arts, and social justice. We are experts in executive search and fundraising and are at the forefront of delivering best practice in these services.

With each engagement, we work in teams tailored to a client's particular needs, providing sector-specific intelligence, cross-sector insight, and hands-on functional expertise. We combine our perspective on nonprofit leadership with our knowledge and experience in both fundraising and executive search. This distinct perspective enables us to deliver the most strategic and measurable impact.

