

Bakersfield - Kern Regional Homeless Collaborative

ABOUT THE POSITION: In recent years, the State of California has experienced an increase in the number of homeless individuals throughout the State, including within the City of Bakersfield and Kern County. In order to address this growing epidemic and provide support to citizens the **Bakersfield-Kern Regional Homeless Collaborative (BKRHC)**, has been formed as a collaborative City-County non-profit. The BKRHC has energy, strength in support to implement meaningful change within the community. The BKRHC is seeking an innovative, experienced and compassionate Executive Director (ED) to lead the agency and drive the mission, goals and vision of the Executive Board.

The Executive Director will have overall strategic and operational responsibility for the BKRHC non-profit. The ED reports to the BKRHC Executive Board and is responsible for; developing programs, execution of the organization's financial objectives, and establishing broad organizational policies and representation of the BKRHC within the community.

KNOWLEDGE OF:

- Advanced understanding and application of leadership techniques within a collective agency setting.
- Navigate in a fast-paced and outcomes-driven environment.
- Principles to foster and represent an environment of diversity, respect and empowerment.
- Laws, policies, operations and functions of the major policy and program areas of BKRHC.
- Local government and association structures.
- Managing a cohesive portfolio of different programs, organizational structure, budgeting and administrative operations.
- Applying complex data for planning, reporting and advocacy.
- Building and/or executing on community-wide strategic plans.
- Developing and maintaining financial resources, including grants, for an organization.
- Advanced principles of effective people management.
- Best practices, data and collaboration; bring clarity to the BKRHC role in relationship to other organizations.

TRAINING & EXPERIENCE:

- Bachelor's Degree in public policy, public administration, social science or related field; And
- Five (5) years of progressively responsible experience in program administration of which two (2) years must be at supervising and/or division management level; Or
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.
- Master's degree preferred.

The position offers a comprehensive total compensation package including health benefits, 401k plan with employer contribution, and a performance based incentive plan.

Accepting resumes through December 13, 2019

Send resume with salary expectations to: AdmHrs@bakersfieldcity.us

ESSENTIAL DUTIES: The following typical tasks and responsibilities are representative of all positions in the class. They are descriptive, not limiting.

- Provides consultation and staff support to the BKRHC Executive Board and Continuum of Care Governing Board.
- Implements daily responsibilities of the organization.
- Leads BKRHC staff in the overall development, strategic planning, program implementation and management of the organization.
- Provides visionary leadership to system level work, steer the organization and guide fundraising, strategic development, management and external partnerships.
- Communicates solutions to reduce homelessness across Bakersfield and Kern County.
- Builds relationships with funders, elected officials and governmental agencies, media, service providers, developers and national organizations.
- Provides leadership and technical expertise in community housing; coordinated entry; Homelessness Management Information System (HMIS); HUD Continuum of Care (CoC) funding,
- Administers, and monitors all aspects of financial management, including preparation and presentation of annual budget.
- Recruits, appoints and evaluates all staff, including salary administration.
- Authorizes contracts, approve grant agreements, and oversee the disbursement of funds.
- Coordinates media relations and community education related to homelessness.
- Develops, approves and reviews bylaws and code of conduct
- Appoints committees and advises on committee matters.
- Performs other work as required.

ABOUT OUR COMMUNITY: The County of Kern is the third largest county in California geo-graphically with 8,100+ square miles of mountains, valleys, and desert communities. The city of Bakersfield, Kern County's government and metropolitan center, is ranked number one in agricultural production nationwide and number five in oil production. Kern County enjoys an expanding economy diversified with tourism, distribution centers, aerospace and defense, energy and natural resources, and an emerging tech scene. Our central location means we provide easy access to California's largest markets. In fact, Bakersfield is within a four hour drive of about 90% of California's population while offering the most affordable cost of living among non-coastal California cities.

Although a large urban area, you will quickly find our residents to be one of our greatest assets, so you'll feel right at home. We are a community that welcomes and embraces a diverse population, with citizens representing cultures from all over the world. So whether you are home-grown from our community or have relocated from somewhere around the world, you are now home!

Here, you can explore our world-renowned music, our unique food, our dynamic agricultural products, our museums and arts community, and our exciting outdoor activities. We're more than you think . . . and more than you know.

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