



August 10, 2023

To Whom It May Concern:

Scott County KIDS is recruiting for a Scott County Kids Decategorization Director position. Following is a brief description detailing qualifications for this position:

SCOTT COUNTY KIDS DECATEGORIZATION DIRECTOR

Starting salary \$4,951/month or higher DOQ.

Responsibilities include: managing all aspects of the organization with the exception of Early Childhood Iowa; planning and facilitating the Decat Board meetings, including preparation of all necessary agendas, communications, and materials; implement board policies, directives and initiatives; develop work program and budget for overall program operations; oversee the management and implementation of grants, projects and programs; research program and policy issues; represent the Decat Project in meetings and groups; develop, manage, monitor and evaluate contracts and subcontracts as directed; complete required reports and plans, and maintain required files and records; participate in the competitive selection process for the Decat Project; lead staff in establishing priorities, developing work plans and setting realistic goals; hire, evaluate and supervise organization's employees. This position serves ten counties in Eastern Iowa.

Successful candidate will possess exceptional management, interpersonal, and leadership skills. Grants management, principles of outcome based assessment, contract development and monitoring, basic accounting and expenditure management required.

Minimum of three years of supervisory experience and working collaboratively with a variety of social service providers in the community. Preference for experience in program management, project management, or children's programming. BA in Social Work, Sociology, or Public Administration required; Master's Degree preferred. Requires valid driver's license. Excellent benefits, merit review program.

AN EQUAL OPPORTUNITY EMPLOYER

For more information about this position, check us out at:
<http://www.scottcountykids.org>

Send detailed resume to:
Attn: Human Resources
Scott County KIDS
1504 3rd Avenue
Rock Island, Illinois 61201
email: jhenderson@bistateonline.org

Deadline: August 31, 2023

If you have any questions or need further information, please contact Jill Henderson at (309) 793-6300, ext. 1134.

Scott County Kids

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6th Floor
Davenport, Iowa 52801

563-326-8221
Fax: 563-328-3224

www.scottcountykids.org