

**JOB ANNOUNCEMENT**  
***Family Preservation Director***  
***Thriving Families, Oregon***

**Organization Description:**

The Contingent (TC) is a 501(c)(3) venture non-profit focused on sparking and holding initiatives to empower leaders and mobilize community for the common good. Since our inception we have centered the perspectives, skills and needs of communities of color and low-income community members to challenge the status quo and transform our communities: from the four corners of the block to the four corners of our state – and soon, the four corners of our country. We ask hard questions. We take risks. And we link arms with our neighbors, including business partners, faith communities\*, and government agencies.

The position detailed below supports The Contingent's expanding initiatives, which currently includes [Every Child](#), [Emerging Leaders](#), and [Survival Is Not Enough \(SINE\)](#). As context, Every Child Oregon is a statewide initiative focused on providing tangible and systemic supports for those impacted by foster care. Every Child is a part of what we call the Mobilizing Communities Division at The Contingent. Our other division, The Empowering Leaders Division, focuses programmatic work on increasing social mobility for rising leaders of color and low-income, rural Oregonians through Emerging Leaders and SINE. Starting in January 2023, The Contingent will publicly launch efforts beyond the state of Oregon and celebrate formal partnerships with additional states.

From mentoring to mobilizing volunteers to restructuring systems that work for some at the cost of others, we prioritize empowering and mobilizing leaders to transform their communities. For more information about the initiatives of The Contingent, please visit [thecontingent.org](https://thecontingent.org).

*\*If interested candidates would like to learn more about The Contingent's work with faith communities and how this external work is reflected in our internal rhythms, we would value the opportunity to share more! Please contact The Contingent's Executive Director of Organizational Development, Kelly Bartz [k.bartz@thecontingent.org](mailto:k.bartz@thecontingent.org) for additional information.*

**Position Summary:**

The Family Preservation Director will lead the Research + Demonstration Project development associated with the [Thriving Families, Safer Children](#) project, helping to create interventions in Douglas, Klamath, and NE Multnomah Counties. The demonstration project will be designed to mobilize community members to help to reduce the number of kids entering foster care and focus on community engagement around family preservation.

Personifying our core values (listening, innovation, accountability, radical hospitality, action), this role will think out-of-the-box to connect with families with lived experience, nonprofit organizations working with families of origin, and government agencies leading efforts around family stability and preservation. Working most closely with the CEO, Executive Director of Technology, Executive Director of Research + Impact, and the Executive Director of The Contingent Oregon Branch, the Family Preservation Director will manage the day-to-day coordination of the Thriving Families effort.

The Oregon *Thriving Families* effort has four primary phases, which will be rolled out over the next three years:

1. Earn Trust: July 2022—May 2023
2. Build Demonstration Project: June 2023—September 2023
3. Launch Demonstration Project: September/October 2023-February 2025
4. Evaluate: December 2024-February 2025

The Family Preservation Director will lead the management of each phase of program development—in partnership with The Contingent’s executive team and [The Community Collider](#). This includes leadership of the Parent Advisory Council; partnership with Oregon Department of Human Services (ODHS), government agencies, and other nonprofit organizations involved in family preservation in Oregon. The Family Preservation Director will lead The Contingent's participation in the national Thriving Families, Safer Children collaborative.

The Family Preservation will also oversee the three-year, \$1,362,000 budget for this effort. Currently, \$1,000,000 is secured through a grant with ODHS. The Family Preservation Director will work with the Generosity + Investment team at The Contingent to raise an additional \$362,000 before the end of 2025

In Phase 1, this role will work with local leaders and current TC consultants to gather input from diverse stakeholders in each of the target areas. This will include the coordination of interviews and surveys with families with lived experience, community meetings in target areas, one-on-one conversations across each level of family preservation work in Oregon. The Contingent will publish learnings from the listening stage and follow up with all stakeholders.

In Phase 2, this role will work with the Executive Director of The Contingent Oregon Branch, Executive Director of Research and Impact, Executive Director of National Expansion, and CEO to identify initiatives that will address the needs shared by families with lived experience and gaps that exist in services provided through other organizations and government initiatives. This will include collaboration with Casey Family Programs and other TFSC sites externally and the coordination of program development externally with stakeholders (funders, government agencies, nonprofit organizations, etc.). The Contingent will also provide resources from the suite of offerings from the Community Collider team (marketing, community experience (customer service), technology, data, and evaluation).

In Phase 3, this role will assist with launching the demonstration project, in partnership with partners to ensure local coordination.

The Family Preservation Director is a new role that will be integral in forming opportunity for community to be engaged with families and supporting their well-being before a crisis hits. The leadership of this family support effort will result in:

1. Recommendations to ODHS that directly influence a POP in the 2025 Oregon Legislative session
2. Community-based interventions in urban and rural contexts in Oregon that is co-designed with families of origin to accomplish proven impact in increasing family support and reduction in child welfare involvement, with a long-term role for The Contingent, if appropriate

3. Oregon as a beacon of light for family support on the national stage through the national Thriving Families, Safer Children collaborative

## Duties & Responsibilities:

### Strategic Leadership

- Utilizing organizational pillars for collective impact to gather feedback, co-design, and follow up with community on The Contingent's role in family preservation
- Leading conversation with state leaders around family preservation, including ODHS, OHA, Governor's office, and statewide organizations building initiatives around family stability
- Translating feedback from community organizations and families into lived experience into potential initiatives
- Taking learnings from other Thriving Families, Safer Children sites to apply to Oregon, if appropriate
- Leading comprehensive demonstration project development and evaluation with The Contingent's core competencies and core values in mind
- Guiding internal conversations about family preservation and its connectedness to other The Contingent efforts in Oregon and nationally
- Leading Parent Advisory Committee through demonstration development (co-designing with them), and a team of two contractors in rural and urban jurisdictions
- Manage program budget
- Own ODHS contract execution and deliverables, ensuring regular reporting with ODHS and amendments to the contract, if applicable

### Community Engagement

- Facilitate Parent Advisory Council, with support from Morrison Child and Family Services, ensuring leaders' feedback is integrated into all solutions and co-designing programmatic interventions together
- Meeting with government agencies around family preservation to elevate Thriving Families, Safer Children effort and ensure there is not duplication of services to families
- Lead relationships with community-based organizations, in partnership with consultants
- Weaving community-based solutions together while managing relational dynamics within each jurisdiction (Douglas, Klamath, and NE Portland, to start)
- Attend monthly national Thriving Families, Safer Children collaborative meetings
- Build relationship with other Thriving Families, Safer Children sites, in partnership with Casey Family Programs
- In partnership with the Executive Director of The Contingent Oregon and the CEO, build relationship with national Thriving Families, Safer Children partners, including Casey Family Programs, Annie E. Casey Foundation, The Children's Bureau, Prevent Child Abuse America, and Center for Disease Control

### Demonstration Project Building

- Build response to needs that are highlighted in Phase 1 of this effort
- Work with Parent Advisory Council to narrow down opportunities for programmatic interventions
- Socialize demonstration proposals with stakeholders statewide and at local level, to build momentum and local ownership
- Create strategy for distribution of funds at local level

- Work with Parent Advisory Council to build programmatic intervention/s, once socialized with stakeholders
- Work with Research + Impact team to build evaluation plan (which may include a logic model) for proposed interventions
- Launch demonstration project with agile methodology for adaptation and improvement
- Evaluate demonstration project regularly for impact, sustainability, and opportunity for scaling

#### Funding

- Lead supplementary fundraising strategy for Thriving Families, Safer Children with support from the Generosity and Investment team
- Build relationship with state-level funding sources for the work in development and roll-out phases (Goal: \$360,000)
- Connect with individual supporters interested in family preservation work
- Work with Generosity and Investment team to identify grant opportunities and apply for funding opportunities in Thriving Families, Safer Children jurisdictions

#### Success Metrics:

- Listening phase of Thriving Families will culminate in summary report to be distributed widely by April 2023
- Demonstration Project possibilities (up to three) will be proposed to Parent Advisory Committee and ODHS stakeholders by August 2023
- Demonstration Project will be built starting in September 2023 to be evaluated for early results by December 2025
- \$360,000 will be raised by December 2025

#### Knowledge, Skills, and Abilities\*\*:

- Experience in successfully working with a diverse group of constituents utilizing multi-cultural intelligence, intentional listening, appreciation, and respect
- 5-10 years of experience in Director level position, with proven experience in building consensus, launching new programs, and/or scaling initiatives
- Clear evidence of working in an entrepreneurial environment with quick program start-up experience
- Bachelor's degree required; master's degree preferred
- Robust understanding of government systems required; experience with ODHS system preferred
- The role is highly strategic and entrepreneurial, and requires a candidate with initiative, energy for building innovative solutions, and is detail-oriented with relationships
- Demonstrates strong relational skills and intuition with various stakeholders
- Demonstrated ability to analyze multiple inputs and dynamics, then build solutions in response
- Excellent communicator with strong written, verbal, and public speaking skills who is experienced in engaging with diverse audiences
- Proficient in Microsoft Office applications (Word, Excel, PowerPoint, Outlook), experience with SharePoint and Microsoft Teams is preferred
- Proficient in Asana or other task and project management software is preferred

- Experience working with Microsoft Dynamics 365, or another CRM (Customer Relations Management) platform
- Experience in successfully working with a diverse group of cultures and socio-economic backgrounds
- Utilize multi-cultural intelligence, intentional listening, and appreciation and respect to engage with a diverse group of constituents
- Written, verbal, and public speaking skills who is experienced in engaging with diverse audiences
- Experience in program development with tight launch timelines
- Experience in successfully working with a diverse group of constituents utilizing multi-cultural intelligence, intentional listening, and appreciation and respect
- Experience supporting teams of entry-level professionals and coaching rising leaders in their development

### Personal Qualifications:

- Commitment to the mission of The Contingent, including Every Child, Emerging Leaders, and Survival Is Not Enough (SINE)
- A willingness to be “hands-on” and work in a lean, fast-paced organization with limited administrative support
- Possess cultural and emotional intelligence and an ability to work with a diverse group of leaders
- Demonstrates a passion for operational, technical, and customer experience excellence
- Ability to articulate a position on the importance of the faith community engaging vulnerable children, youth, and families
- Deep commitment to increasing the diversity of leadership in the communities we serve
- Deep commitment to serving under-represented kids, youth, and families and those in government who work with them
- Continual growth mindset to develop and improve existing processes to enhance program efficiencies
- Flexible and receptive to constructive feedback
- Relates well and works effectively with diverse groups of stakeholders who represent the range of ethnic, cultural, and socio-economic backgrounds.
- Self-motivated leader they take initiative
- Adaptable to changing situations and processes

### Employment Terms, Accountability, and Compensation:

- Full-Time, exempt salaried role offered at a range of \$75,000-\$85,000 per year depending on experience
- Comprehensive benefits including premium medical, vision, and dental insurance (covered fully for employee) generous paid holiday, vacation, sick, personal, and parental leave, flexible work environment
- This position is in Oregon, ideally in Klamath, Douglas, Marion Counties, or the Portland Metro Area.
- The Contingent has a flexible work model that supports a blend of in-office, remote and on-the-go workers; The Family Preservation Director will be expected to work within The Contingent’s hybrid work policy (2-3 days in the office, 2-3 days from home)
- Due to our growth, we have team members located in multiple time zones. To facilitate collaboration, core hours for this position are 9-3 pm PST



- The Contingent is in a position to model other-centered love in action. This is our primary driver. We accept our leadership responsibility to one another and to the people of Oregon. Starting on October 1, 2021, The Contingent requires all employees to be fully vaccinated
- Legally eligible to work in the United States

### Anticipated Start Date:

March 15, 2023

### Application Procedure:

Those interested in this position must submit the following:

1. Letter of interest (Please include where you located this position)
2. Resume
3. Three references including:
  - First and Last name
  - Role
  - A brief description of their relationship to you
  - Contact Information (email + phone number where they may be reached)

Screening of applicant materials will begin immediately, and applications will be accepted until the position is filled.

Application materials should be emailed with a subject line containing “**Family Preservation Director, TFOR**” to [hiring@thecontingent.org](mailto:hiring@thecontingent.org)

*All employment at The Contingent is “at will” and may be terminated by either the employee or the employer at any time for any reason, with or without cause, with or without prior notice or warning. Equal employment opportunity and having a diverse staff are fundamental principles of The Contingent. Upon hire, the employee agrees to undergo a 90-day probationary period, which provides additional structure, scheduled check in meetings and opportunities to receive and give feedback to and from the employer.*

***\*\*\*Don’t meet every single requirement? Studies have shown that women and people of color are less likely to apply to jobs unless they meet every single qualification. At The Contingent we are dedicated to building a diverse, inclusive, and authentic workplace, so if you are excited about this role but your experience does not align perfectly with every qualification in the job description, we encourage you to apply anyway. You may be just the right candidate for this or other roles.***

Equal Opportunity Employer