



May 13, 2009

FOR IMMEDIATE RELEASE

Executive Director, **Hamilton-Madison House**, New York City

Founded in 1898, Hamilton-Madison House is a non-profit settlement house dedicated to improving the quality of life of its community and addressing the needs of the most vulnerable populations: children, youth, the elderly; many of whom are new immigrants, refugees and unemployed. Many members of these ethnic groups lack access to adequate human services and resources. HMH has become a leader in the New York City settlement house movement, and has pioneered the development and performance of humane practices and programs. HMH's experience in working with Asian Americans has led to the expansion of many of its services citywide. With its administrative office located in the greater Chinatown, two-bridges neighborhood on the lower east side of Manhattan, HMH encourages the sharing of resources and responsibilities through positive outreach to every segment of the community.

The HMH board of directors seeks a leader who has strong core values, and will:

- provide strategic thinking and leadership to direct HMH to the next level of service excellence as a human and social services agency
- inspire, develop and manage the staff to achieve the HMH mission
- diversify and expand fund-raising, and develop alternate sources of income
- strengthen relations with community leaders and organizations, elected officials as well as federal, state and local government agencies

This challenging position offers the opportunity for an enterprising, visionary and hands-on human services executive to bring new ideas and strategic thinking to an esteemed organization poised to achieve the next level of excellence. Candidates should provide evidence of initiating and managing change, and building enterprise value. Key knowledge, skills, abilities required:

- Conceptualizing, developing and implementing strategic plans and initiatives for the board
- Managing complex, regulated human service organizations in an urban environment
- Fund raising from diversified sources, i.e., government agencies, corporations, foundations, individual donors, and/or earned income activities
- Planning and implementation of affirmative action programs
- Development and advancement of human resources policies plus experience with and understanding of diverse cultures
- Strong administrative and financial skills with experience negotiating in government contracts
- Working with public-private partnerships through community involvement and outreach
- Change agent with a creative, positive outlook, team player, sense of humor
- Connected to and inspired by influential thinkers and leaders in the field of human services

Undergraduate degree required, graduate degree strongly preferred in a field relative to the HMH mission. Compensation is competitive for New York City

Qualified candidates can email their resume to Creighton Reed, National Executive Service Corps (NESC), New York City: hmhmail@nesc.org

Deadline: August 21, 2009 Start Date: December 2009

For further information about Hamilton-Madison House visit its website: www.hmhonline.org

Hamilton-Madison House is an Equal Opportunity Employer. NESC will contact only short-listed candidates