

POSITION PROFILE

**President
&
CEO**



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Secret Harbor



Located in Burlington, WA, in the heart of beautiful Skagit County, Secret Harbor has embarked on a search for a President/CEO to succeed its long term CEO who will be retiring at the end of 2020.

Secret Harbor provides three critical services for pre-teens and teens: residential treatment for boys who are troubled and need intensive care to help them develop the skills necessary to live in a more traditional environment; foster care for both boys and girls; and its Family Connections Program which provides services to children while allowing them to live in their own home. Secret Harbor's foster care and Family Connection programs serve Skagit, Whatcom and Snohomish Counties. Residential children are placed by Washington State and come from across the state.

The three-county area is located in northwest Washington state and offers a multitude of beautiful and interesting communities in which to live. Located one to two hours north of Seattle and stretching to the US/Canadian border, you have choices of salt water living, lake living, wild rivers, Cascade Mountain vistas and much more. You can enjoy these amenities while benefitting from a significantly lower cost of living compared to the Seattle Metro area.

Reporting to Secret Harbor's seven member volunteer Board of Directors the CEO is responsible for and has authority over all day to day operations of Secret Harbor and works in concert with board members on strategic planning, financial planning and policy development. The CEO leads 40 highly respected and dedicated staff team members. Secret Harbor's 2020 budget is just over \$2.9 million.

mission >

Saving children and youth in crisis by building healthy relationships, promoting support and developing successful connections to families and communities.



With teams of caring adults and high quality, intensive services, Secret Harbor helps troubled youth cope with their trauma, regain some trust in adults and surrounds them with supports that empower them and eventually help them rebuild their lives.



For more information about Secret Harbor go to:
www.secretharbor.org

Secret Harbor's Values

Secret Harbor's people, programs and advocacy provide resources and opportunities to improve the lives of children and families. In order to do so, staff strives to:

- Develop connections that create positive, lasting impact for children, families and communities.
- Understand the effects of trauma on children and families and respond with empathy to those experiences through caring interactions.
- Provide safe places necessary to develop trust, gain new skills and grow.
- Build healthy, respectful relationships that strengthen and improve wellbeing, offering hope, dignity and a sense of belonging.
- Promote creativity by embracing flexibility and innovation, engaging each child and family holistically and seeing challenges as opportunities for solutions.
- Recognize that teamwork is essential for each child and family to get exactly what they need to be independent and successful.

History

Secret Harbor operated a single residential treatment for troubled boys for more than 50 years. The isolated program on Cypress Island was successful at modifying the behaviors of boys, however it was less successful at helping them retain what they learned when they returned to their families and community. In 1998, the agency started a foster care program to offer boys a place to go once their behaviors had improved. That program quickly expanded to serve boys and girls.

In 2005, the island property was sold, giving Secret Harbor the unique opportunity to remake itself in a way that reflects the 'best practices' in the field of child welfare. In 2008, the island program closed, replaced by community based group homes. The Family Connections program opened in 2009, giving Secret Harbor the ability to serve families in their own homes.

Programs

There are three comprehensive programs, targeted at providing safe places to succeed, heal and grow: Foster Care Resources, Residential, and In-Home Support.

Who is Served

Although Secret Harbor can serve younger children, the clients are more typically between age 6 and 18, with most of them preteens and teens. Secret Harbor is referred by the State of Washington child welfare system and the organization works with traditional foster placements (CPA) and continues to specialize in Behavioral Rehabilitative Service (BRS) placements. Secret Harbor serves youth from all over Washington, licensing homes in Skagit, Whatcom and Snohomish counties.

How?

With teams of caring adults and high quality, intensive services, Secret Harbor helps troubled youth cope with their trauma, regain some trust in adults and surrounds them with supports that empower them and eventually help them rebuild their lives. The administrative staff, case aid support, licensors, recruiters, specialized care managers, parent partners, therapists and more... working as a team with each and every youth in its care.

Secret Harbor's

Organizational Strengths and Focus



Strengths:

- Secret Harbor has been on the leading edge of child welfare programs throughout its 73-year history
- Services are trauma-informed and are highly individualized for residents and foster families
- Secret Harbor provides extra services to foster parents and resident youth that go beyond the basics to ensure a high standard of care
- Long tenured leadership and staff working in a highly professional, ethics-based culture
- Long-term, positive relationships with schools, funders, state licensing agencies and other community service providers



Initial (12-18 months) Focus for the New President/CEO

- Listen well to learn the culture and the history of Secret Harbor
- Work to ensure program stability and client and staff safety in the COVID-19 environment
- Establish strong working relationships with all clients and foster families
- Continue the strong relationships with state agencies and funders
- Establish strong relationships with staff members



Longer-Term Challenges & Opportunities

- Review the business model and strategic plan with an eye to diversifying funding sources, growing philanthropy, expanding traditional services and providing new services to underserved/underrepresented populations
- Study feasibility of rebranding the organization and increasing brand-awareness

The Position



REPORTING & AUTHORITY

The President/CEO of Secret Harbor will play a high profile role in the three-county service area, recognizing Secret Harbor's role in child welfare programs. Reporting to the 7 member Board of Directors, the President/CEO will have overall strategic and operational responsibility for Secret Harbor's funders, clients, community relations and mission achievement. It is expected that the CEO will actively participate in the leadership of advocacy work through the Washington Association for Children and Families.

DESIRED QUALIFICATIONS

Advanced degree in social work, psychology or field related to child welfare or other vulnerable populations. 7+ years of progressive senior management experience in a nonprofit organization working in child welfare or related field. Demonstratable success building teams and collaborations. Fundraising/philanthropy experience highly desirable. Financial acumen and experience with public and grant funding required.

PERSONAL ATTRIBUTES REQUIRED FOR SUCCESS

- Ability to view issues from multiple perspectives
- Approachable, authentic, transparent
- Calm under pressure
- Collaborative - a connector
- Committed to diversity, equity and inclusion
- Confident and willing to lead boldly
- Creative and innovative
- Decisive
- Empathetic
- Excellent communicator
- High integrity—values and ethics driven
- Inclusive and empowering
- Measured risk taker
- Politically astute in all settings
- Respectful and respected
- Strategic thinker
- Supportive of work/life balance
- Team builder - receptive to ideas of others
- Visionary

COMPENSATION AND BENEFITS

The initial hiring range for the position is \$100,000—\$120,000 per year, depending on experience and past success. Employee benefits include life insurance, 401(k), flexible benefits plan including medical, dental and voluntary programs.

Living & Working in the Pacific Northwest

Secret Harbor's office is located in Burlington, WA, found in magnificent Northwest Washington state. It is centrally positioned between Seattle to the south and Vancouver, B.C., Canada to the north. The nearby San Juan Islands, the Skagit County farmlands and Mount Baker provide a never-ending place to explore.

Located nearby are the picturesque communities of Mount Vernon, Anacortes, LaConner and Bellingham. Each of those offer unique lifestyles and are easily within reach of Secret Harbor's facilities. Local seasonal events like Berry Dairy Days, the Harvest Festival and the Skagit Valley Tulip Festival provide fun activities for individuals and families. Burlington has more than 50 restaurants that span a wide variety of cuisines that have delicious food for everyone to enjoy. Fresh seafood, local dairy products and organic produce are plentiful. Shopping options are also abundant— both the Cascade Mall and the Outlet Shoppes are nearby, as well as fabulous local artisan shops.

Northwest Washington hosts excellent local school districts as well as higher education institutions. Bellingham is home to Western Washington University. WWU was recognized as a 2019-2020 Fulbright Top Student Producer, by the Carnegie Foundation for community engagement and as the #10 Best College for Veterans. Skagit Valley College, Bellingham Technical College and Whatcom Community College provide top grade technical and academic programs leading to highly marketable skills.

If you are a sports fan, just a quick 60 minute drive to Seattle will allow you to root on national sports teams such as the Seattle Seahawks, Seattle Mariners Baseball Club, Sounders FC, Seattle Storm WNBA and the soon-to-be Seattle Kraken NHL Hockey Team.

Situated between Puget Sound and the Cascade Mountains, locals are able to take advantage of many wonderful outdoor activities throughout the year. Mountain hiking trails and downhill skiing or snowboarding, boating and other water recreation opportunities, wildlife encounters, world-class fishing, golf, bird-watching, tulip fields, whale watching adventures, strolls on the beach are all located within 30 minutes.

To learn more about Burlington, WA go to: www.visitburlingtonwa.com





TIMING AND APPLICATION

APPLICATION AND SELECTION PROCESS

Candidates are encouraged to submit their interest as soon as possible. The position is opened until filled by the most qualified candidate.

To register as a candidate or view the most current timeline, please go to:

<http://www.hagelsearch.com/secret harbor>

All submissions will be acknowledged and will be held in strict confidence.

Finalists for the position will be required to participate in a behavioral assessment. The assessments is web-based, takes about 75 minutes to complete, and helps match the candidate's traits with the desired traits detailed above. All results are held strictly confidential.

Contact Information

For further information please contact: Frank Hagel (253) 572-2439 x304 or Marcia Walker (253) 572-2439 x310. Or email: frank@hagel.net or marcia@hagel.net. DO NOT submit your application to these email addresses.



EQUAL OPPORTUNITY

Secret Harbor is an equal opportunity employer. It does not discriminate based upon age, color, sex, race, religion, marital status, pregnancy, national origin, sexual orientation, military or veteran status, physical, mental or sensory disability, genetics/genetic markers or other legally protected classification.