EXECUTIVE VACANCY ANNOUNCEMENT

Position: Chief Executive Officer, Good Samaritan Center

Address: 11 North Front Street, Clearfield, Pennsylvania 16830

POSITION DESCRIPTION AND BOARD EXPECTATIONS:

The Good Samaritan Center, an affiliate agency of Catholic Charities of the Diocese of Erie, ministers to the less fortunate in Clearfield County by providing short-term shelter for men who are homeless; and through professional assessments and intervention for persons in need in the community.

The Board believes its new CEO should be an experienced leader who has the background and qualities that will permit him or her to achieve excellence in the following roles:

+ **Advocate the Good Samaritan Center and Be the Heart of the Organization**

  Serve as an ambassador for the mission and cause of the Good Samaritan Center within the community as a respected leader with the ability to develop and cultivate relationships while upholding Christian values. Proactively interact and communicate with those in need, the Board of Directors, volunteers, staff, and donors.

+ **Manage Staff/Volunteers/Guests and Physical Plant**

  Serve as a leader who can motivate and engage staff and volunteers in a positive and productive manner. Remain actively engaged with those men staying at the Good Samaritan Center so that they can get the help and services they need.
+ **Establish & Implement a Strategic Plan**

Lead an organizational effort to develop a strategic plan that aligns with the mission and vision of the Good Samaritan Center. By partnering with staff, volunteers, the Board, and community; create a plan to address critical needs of the Good Samaritan Center, and those in need in the local community.

+ **Lead Fundraising Efforts**

Serve as the leader in fundraising efforts by working with the Board to establish a plan to raise funds for operations. To ensure public and private partnerships and resources are developed to support operational needs and instill confidence, credibility, and trust in the Good Samaritan Center with community leaders and donors.

**Salary:** $32,000.00 per year

**Residency Expectation:** In the vicinity of Clearfield Borough
(Within 20 minutes of the Good Samaritan Center)

**Benefits:** Medical Health Insurance and Paid Time Off

**Minimum Candidate Criteria:**

1. Graduate of an accredited college or university (Bachelor level preferred).
2. Willingness to view this position as a ministry to the people of God.
3. Minimum 5 years of experience in management, social work, or related human services field.
4. Proven track record of successful fiscal management.
5. Demonstrated experience in developing community relationships.
6. Experience in program development.
7. Excellent leadership and communication skills.
8. Lifestyle that is consistent with the teachings of the Roman Catholic Church.

**GOOD SAMARITAN CENTER BACKGROUND:**

**Mission Statement:** To live Catholic Social Teaching by ministering to the needs of the less fortunate in rural Clearfield County, especially to adult men without shelter.
**Service Area:** The Good Samaritan Center is a non-profit 501(c)(3) corporation under the auspices of Catholic Charities of the Diocese of Erie and serves those in the greater Clearfield County area. Clearfield County is one of the largest counties in Pennsylvania with approximately 81,000 residents. It has a predominantly blue-collar workforce with a strong history in the coal and timber industries.

**History:** The work of the Good Samaritan Center began in the early 1990’s by Father James McKee, S.J. The mission was to provide temporary housing to men in need with a goal of directing them to services and resources necessary to achieve self-reliance. The Center operated at 1 East Locust Street in Clearfield until 2013, when the Center moved to its current location at 11 North Front Street.

**Leadership:** The Good Samaritan Center and its CEO are governed by its bylaws as carried out by the Board of Directors who oversee the budget and operations, with additional governance provided by a diocesan corporate Board, led by the Bishop of the Diocese of Erie.

**Financial Position:** 2017 operating budget of approximately $120,000.00 (calendar year)

**Chief Executive Officer Search Target Dates:**

- Resumes accepted through September 22, 2017 (4:00 p.m. EST)
- Interview of selected Candidates during week of October 2, 2017
- New CEO preferred start date: October 30, 2017 (negotiable)

**To Apply:** Candidates will submit a cover letter, resume, and 3 references (2 professional & 1 pastor) via USPS First Class Mail or Hand Delivery by 4:00 p.m. on September 22, 2017, to the following and at the following address:

  Ryan P. Sayers, Esq.
  207 East Market Street
  Clearfield, PA 16830

**Questions regarding this position should be directed to:**

**Ryan P. Sayers, Esq.**
Chair of Search Committee
814-765-2420
ryan.p.sayers@gmail.com

**Mr. Sam Lombardo**
Chair of the Board of Directors
814-765-4271