



EXECUTIVE SEARCH SPECIFICATION FOR THE POSITION OF

Chief Executive Officer



DALLAS, TX or NASHVILLE, TN

VICTORY SEARCH GROUP TEAM:

Jaime Meyers, Partner
Lesa Engelthaler, Sr. Associate
Lisa Goolsby, Sr. Associate

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Scottsdale, Dallas, Chicago, Milwaukee, Miami, New York, Charlotte

THE ORGANIZATION

Project Transformation (PT) was founded in Dallas, TX in 1998 to ignite the God-given potential in youth to transform their communities. This innovative program activates college-age youth in purposeful internships to provide holistic development for children in under-resourced communities, all taking place in local churches. In 2015, PT National was formed to scale PT's proven model of ministry, providing structure and support for local chapters. Local chapters and the national office work in concert to promote program success and expansion.

Today, [Project Transformation](#) operates seven chapters serving 29 communities across four states and the District of Columbia, serving approximately 200 young adults and over 1,200 children and youth annually in over 30 churches and communities. At the heart of Project Transformation is a **mission to transform communities by engaging children, college-age young adults, and churches in purposeful relationships**. Project Transformation believes that transformation happens through mutual and diverse relationships that connect an increasingly disconnected society. The result is an interconnected faith community, children and youth bolstering their literacy and social-emotional skills and young adult leaders finding purpose and calling in life.

School aged children and youth in Project Transformation's summer programs experience enriching activities, which bolster their literacy and social-emotional skills while empowering them to become successful learners, resulting in 98% of participants avoided summer reading loss. Throughout the summer, kids enjoy art, science, and recreation activities, alongside critical time spent reading one-on-one with volunteers and in small groups.

Throughout the summer, Project Transformation's college-age leaders explore their God given purpose in an environment of practice and self-reflection, including weekly Friday Experiences with area nonprofit leaders, seminary professors, ministry leaders, education professionals, and mental health practitioners. PT's emerging leaders learn more about themselves and cultivate their gifts and passions, often going on to serve in ministry, education, or social services in their own communities.

As a crucial community resource, churches are a key component of Project Transformation's work. Church

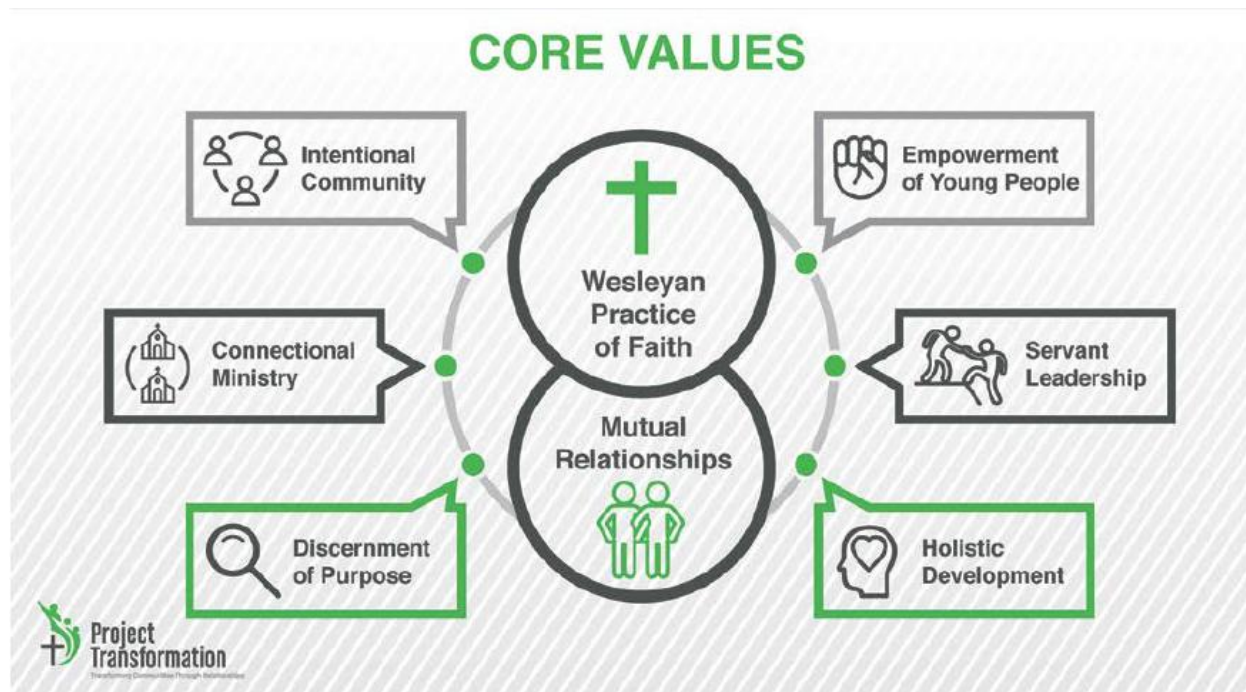


staff and volunteers pour out their love on PT’s children, youth, families, and young adults all summer long. From reading with kids to serving meals to college students to praying with parents, volunteers build meaningful connections with their community. To date, PT has nearly 120 partner churches and organizations that have connected 1,814 volunteers to read one-to-one with children and provide meals.

To pursue this mission, the Project Transformation National Board, with input from national staff, chapter leadership and stakeholders, has adopted the following strategic goals to accomplish over the next three years:

- Incorporate national standards to deliver and evaluate program excellence and impact.
- Strengthen national funds development to compliment giving from local communities.
- Grow the PT brand and its impact.
- Update the standard operating model and structure for PT National and its chapters.
- Refine strategy, procedures, and capacity for program and future chapter expansion.

The [Wesleyan practice of faith](#) is the foundation for the organizational culture and values. **At its core, Project Transformation’s theory of change is: transformation happens through relationships.** There are three equally valuable and necessary beneficiaries *and* contributors of the PT’s relationship-based program model: children, college-age young adults, and churches. The transformation that happens through relationships across the three Cs of the mission is integrated, interdisciplinary, multi-directional, and mutually enriching. Project Transformation envisions a world that is rooted in love, pursues the equity of all people, and amplifies God’s call on every life.



Project Transformation believes all people are of equal, sacred worth. We recognize that systemic injustice continues to harm individuals and communities. As we live out our Christian faith, we will denounce discrimination and inequity and create a community of belonging.”

The recent \$4,250,000 grant with the Lilly Endowment has PT well positioned for growth in the next five to ten years. Today, the organization operates with an annual combined budget, national and local affiliates, of a little over \$5 million (2023-2024 expenses: National \$653,490 and Chapters \$4,420,699). Project Transformation National is governed by an engaged nine member [Board of Directors](#). The national office is currently headquartered in Dallas, located at [University Park United Methodist Church](#). Following the successful replication of the original Dallas-based program, there are now seven PT chapters, located in Arkansas, Greater Tarrant, North Texas, Oklahoma, Rio Texas, Tennessee, and Washington DC., which each operate independently with local boards.

THE OPPORTUNITY

Project Transformation seeks a Chief Executive Officer that will lead the next phase of program and geographic expansion of the organization. Their recent \$4,250,000 grant and development relationship with the Lilly Endowment has PT well positioned for growth in the next five to ten years. The new CEO must possess the skills, knowledge, and gravitas to drive that expansion.

Reporting to the Board of Directors, the Chief Executive Officer currently leads a staff of three (Vice President of Development, Vice President of Programs, Director of Special Projects) and directs day-to-day management, enhancing organizational processes and infrastructure that will allow Project Transformation National to continue to grow and fulfill its mission. Those responsibilities include:

Strategic Leadership – Communicate and implement the strategic plans and policies established by the Board of Directors.

- Ensure that all goals, objectives and key performance indicators are met
- Empower employees, encourage good performance, maximize return on investments
- Ensure staff, Board and key stakeholders have sufficient and up-to-date information
- Stay abreast of current and anticipated trends to ensure the organization is positioned for growth

Fund Development – In partnership with the Vice President of Development and Board Funds Development Committee, develop and implement a fundraising strategy to strengthen and diversify funding sources in support of PT National and PT Chapters.

- Cultivate donor relationships with individuals, foundations, and corporations
- Cultivate the relationship with the Lilly Foundation for current and future success
- Build brand strategy and drive community awareness
- Become well known in the community as the lead ambassador of the organization

Board Administration and Support – Develop strong relationship with the Board Chair and Board members.

- Contribute to the development of the strategic plan
- Work collaboratively with the Board in the development and implementation of strategic goals to meet the mission of Project Transformation
- Prepare and report on key performance indicators related to finance, staffing, programs and other key activities
- Actively cultivate and engage Board members, committees, and leadership council members

Program Quality – In partnership with the Vice President of Programs, ensure Chapters deliver programming consistent with the national affiliation agreement.

- Council and guide chapter leadership in the PT Way
- Conduct regular in person audits to align Chapters with shared quality control standards and reporting requirements
- Create and update curriculum and outcomes measurement systems
- Seek, assess and replicate local chapter innovations in programming, measurement and operations
- Host annual retreats for Chapter leadership to share best practices

Chapter Development – Ensure Project Transformation is replicated with fidelity in new chapters

- Engage United Methodist Conferences and church leaders to assess growth opportunities for PT
- Guide steering committees through a chapter development process
- Establish and enforce guidelines that ensure new chapter success
- Provide training and support for approved chapters

Churches and Community Partners – Ensure the organization and its mission, programs, and services are consistently presented in a strong, positive image to relevant stakeholders.

- Seek opportunities for public speaking to promote organizational visibility
- Maintain and nurture the covenant relationship with the United Methodist Church
- Solidify working relationships and collaborative arrangements with United Methodist institutions, general boards, church congregations, and other key stakeholders
- Identify, cultivate and leverage new partnerships to advance the mission of PT

Financial – Ensure the organization, both PT National and PT Chapters are fiscally sound.

- Develop annual budget for Board approval
- Prudently manage organization's resources within budget guidelines
- Ensure timely and accurate reporting of financial information
- Analyze actual National and Chapter performance vs. budget monthly, and report significant variances to the Board

Human Resource Management – Ensure all policies and procedures are up to date, followed, and conform to current laws and regulations.

- Effectively manage the human resources of the organization according to authorized personnel policies and procedures
- Establish measurable performance goals for employees and ensure that performance reviews are conducted annually
- Responsible for the recruitment, retention and release of all personnel
- Promote an organizational culture that fosters passion for the mission and a common organizational understanding of goals, professionalism, innovation, change management, teamwork, and open communication

Successful candidates will demonstrate the following experience and professional qualifications:

- A bachelor's degree is required; an advanced degree is preferred
- At least 5 years of senior leadership experience in the nonprofit/public sector/private sector
- Experience in a complex organization with services provided and partnerships spanning multiple regions
- Proven ability to raise and manage philanthropic funds
- Knowledge of programming in vocational discernment for young adults, out-of-school for

- children/youth, and urban ministry is a plus
- Strong relationship builder and communicator with Board members, staff, and community partners
- Excellent communication skills, both written and oral; strong presentation skills; experience in public speaking
- Effective strategic thinker; experience in developing and implementing strategic plans
- Ability to raise the visibility of the organization
- Experience in financial planning, budgeting, and financial analysis
- Experience in overseeing human resources and information technology
- Ability to foster a healthy organizational culture, encourage teamwork and collaboration
- Strong interpersonal skills that include the ability to inspire and motivate
- Demonstrated resourcefulness in setting priorities; ability to be flexible and to multi-task effectively, managing multiple efforts simultaneously
- Experience as a change agent, is comfortable embracing and leading change, with a focus on both the business and human aspects for successful change.
- Demonstrated ability to listen actively, synthesize diverse perspectives, and incorporate stakeholder input into sound decision-making.
- Integrity, credibility, and genuine commitment to PT's mission, vision, core values

Successful candidates will demonstrate the following critical leadership capabilities:

Strategic Thinking

- Takes a fresh look at strategy, organizational structure, and marketing/innovation
- Defines the evolving future of the market, using logic and evidence, to contrast with the present
- Revises strategy and proposes new directions for the business linked to the evolving marketplace

Driving Results

- Enables higher performance by incrementally improving approaches based on calculated risks and benefits
- Proactively seeks to improve processes and implement best-in-class solutions, raising quality and productivity
- Identifies new processes and systems to improve productivity and make the business more efficient

Collaborating and Influencing

- Uses complex, coordinated influencing strategies adapted to people, organizations, and situations
- Systematically builds support at multiple levels and across groups
- Builds ongoing partnerships with key stakeholders to create opportunities with a broad scope



This is a hybrid position based in Dallas, TX or Nashville, TN, with regular travel to PT Chapters required. The salary range begins at \$120,000 and will be aligned with the selected candidate's education, experience, and demonstrated impact. The organization offers a comprehensive benefits package, including medical, dental, and vision insurance; a SIMPLE IRA retirement plan with up to a 3% employer match; life insurance; disability and AD&D coverage; and paid time off, including vacation, sick leave, and paid holidays.

VICTORY SEARCH GROUP PROFILE

Victory Search Group is a senior level retained executive search firm serving a select group of clients from seven offices across the United States. For over 20 years, [Victory Search Group](#) has successfully identified, assessed, and recruited senior leadership. Victory Search Group is highly collaborative and focused on customer service; we prize partnering with our clients and are trusted by them for our judgment, integrity, and responsiveness.

For confidential consideration or more information, please contact:



VICTORY
SEARCH GROUP
Dallas Office

Jaime Meyers
Partner

☎ O 214.749.0110
☎ M 214.629.2677
✉ jaime@victorysearchgroup.com
www.victorysearchgroup.com



VICTORY
SEARCH GROUP
Dallas Office

Lesa Engelthaler
Senior Associate

☎ O 469.547.3723
☎ M 972.742.0725
✉ lesa@victorysearchgroup.com
www.victorysearchgroup.com



VICTORY
SEARCH GROUP
Dallas Office

Lisa Goolsby
Senior Associate

☎ O 469.547.3722
☎ M 469.223.0186
✉ lisag@victorysearchgroup.com
www.victorysearchgroup.com