

Chief Executive Officer

Position Overview

The Chief Executive Officer, working collaboratively with the Board of Directors, will have overall strategic responsibility for the fiscal, operations, fundraising, marketing, human resource, technology, and programmatic areas of the agency and ensure that the agency's mission, vision, and core values are effectively implemented across all segments of the organization. This person will collaborate with the Executive Leadership team and the Board of Directors to build a strong agency that brings our mission and vision to fruition in the community and ensures that the services offered meet real needs in the community and adhere to a high standard of quality.

Signal Centers is a complex organization serving throughout the state of Tennessee. Our annual budget is \$55+ million and we maintain around 400 employees throughout our 13 program service areas. Applications will be accepted through May 15, 2026 and should be submitted through our employer portal at [6204250:Career Search](#)

Key Responsibilities

Leadership

- Collaborate with the board and executive team to shape strategic direction, lead planning, and assess organizational effectiveness.
- Develop programs statewide that align with the mission and address community needs, pursuing excellence through credentialing, reviews, and benchmarking.
- Demonstrate leadership, ethics, communication, budget oversight, and mentor emerging leaders.
- Foster a positive culture and promote accountability by monitoring performance standards, especially during change or crisis.

Relationship Management & Community Engagement

- Expands revenue-generating and fundraising opportunities to support existing programs and the growth and expansion of programs by cultivating current funder relationships and developing new relationships with potential funders.
- Cultivate and manage relationships with partnering agencies, state and local governments, and other community partners.
- Represents the agency in meetings, on boards, and at events to cultivate and develop relationships that support the agency's strategic plan.
- Active involvement with the Board of Directors, encouraging board development and communicating clearly and regularly with members
- Leverages key relationships to meet fundraising goals and build the endowment.

Administration

- Actively engage in problem-solving and strategic decision making, ensuring effective organization of the work, planning, and appropriateness of policies and procedures.
- Ensures the executive leadership team's development and accountability, attending to succession planning and bench strength across the organization.

Business Operations

- Work with agency staff to develop the necessary systems, processes, and tools to support the facilitation, collection, retention, and sharing of knowledge generated across the agency.
- Ensures compliance with all regulatory guidelines
- Provides strategic leadership around financial oversight, utilizing financial reports for planning.
- Implement and evolves risk evaluation and mitigation strategies (including operational, financial, technology, and regulatory risks) and report these activities to the Board of Directors.

Our Ideal Leader

Are you the visionary leader ready to chart a dynamic course for our organization's future? We seek an inspiring strategist who thrives on driving transformative growth, champions transparency, and communicates with clarity and conviction. If you are devoted to fostering a vibrant, supportive culture where innovation and professional development flourish, this opportunity is your stage—lead us into our next era of excellence.

Qualifications, Skills, and Abilities:

- Must possess a master's degree in Non-profit Management, Public Administration, or a field related to the work of our organization.
- At least seven years' experience in the field of Non-profit management with increasing levels of responsibility, and a superb reputation among peers and co-workers for quality work, leadership, and successful outcomes.
- At least two years of managerial experience that includes budgeting, management, and staff development
- Demonstrated leadership, ability to coach and mentor staff, and demonstrated success in managing relationships with community partners and funders
- Unwavering commitment to quality programs and excellence in program management with the ability to achieve strategic objectives and facilitate cooperation amongst programs to the meeting of the agency-wide strategic plan
- Should be an experienced and successful leader with hands-on experience effectively leading a major initiative, significant operational change, outcome-based project, or successfully ushering in a new stage of growth
- Must have exceptional communication and influencing skills. Should be a persuasive, credible, polished communicator with excellent interpersonal skills and political savviness
- Strong computer skills including Microsoft Office and Excel applications

- Must be committed to the mission, vision, and values of the agency and adherence to a high standard of ethics
- Must be an individual that can manage multiple tasks simultaneously and thrive in a complex environment with priorities

About Signal Centers:

Signal Centers began when two mothers of children with cerebral palsy joined to advocate for services for their loved ones. Nearly 35 years before the American with Disabilities Act mandated accommodations for individuals with disabilities, Signal Centers' mission was to ensure that all people, regardless of ability or circumstance, could achieve a life of self-sufficiency. Since then, we've added 13 programs that advance that goal. Join us as we approach 70 years of innovative service to our community!

Working Here:

Salary is commensurate with experience, educational background, and credentials, with a starting range of \$150K per year.

We believe in supporting our employees and their families as they journey throughout life. Our commitment to our staff includes the following benefits:

- A competitive benefits package with health, vision, and dental coverage, HSA, Dependent Care FSA, group life insurance, Teladoc (telemedicine), EAP mental health resources, and short & long-term disability options.
- Up to 4% matching 401(k) employer contribution, plus a 3% base contribution.
- Generous paid time off to support work-life balance.

Our culture is important and we've included it in our strategic plan by creating goals which include creating a culture of belonging where everyone has what they need to succeed and thrive, and investing in developing the next generation of leaders.

Join us in our mission to create a community of lifelong independence, where your contributions are valued, and your professional growth is nurtured. Together, we can make a difference.

Signal Centers is an equal opportunity employer and seeks to affirm the dignity and worth of every person in all that we do. It is, therefore, the policy of the organization to practice and ensure the fair and equitable treatment of all employees and to promote the full realization of this policy through all employment practices.