



Director, The Basics Houston

Position Overview

The Houston Health Foundation is seeking a dynamic leader to accelerate the development, growth and adoption of the Basics Houston citywide. The Basics is a nationally-recognized initiative with the goal of empowering families to care for and cultivate healthy beginnings for their children. The successful applicant will demonstrate proven leadership and successive levels of responsibility in the fields of early childhood development, education, maternal-child health, or relevant sectors of public health practice. Conversant in program development and community coalition building, the Director will be charged with engaging community partners to actualize a public health model that links organizations in multiple local sectors around a shared vision of success for every child.

Job Responsibilities

- Build a cross-sectoral project team that supports the Basics Houston by leveraging relationships throughout Houston's social service, academic, and healthcare sectors
- Organize and lead convenings with community partners to design and operationalize the Basics Houston socioecological saturation model. Proactively cultivate partnerships based on community partner needs and their alignment with Basics Houston program goals.
- Lead the Brainy Clinics project, a community clinic-based component of Basics Houston that will optimize holistic, family-driven, early childhood services in the pediatric healthcare setting. Build and maintain relationships and partnerships with Houston-area clinics in order to assess readiness for and support for their participation in the Brainy Clinics approach to conduct the landscape scan
- Develop and direct implementation of short- and long-term strategic project goals and timelines to advance the mission and vision of Basics Houston
- Manage all Basics Houston finances including all project-related budgets, preparation for internal budget reviews, funder reporting, and development of a strategy for long term budgetary needs and project growth
- Spearhead development of initiative branding and outreach and ensure quality of Basics Houston website pages and communications
- Develop analytics and metrics of success for early childhood projects and stakeholders
- Oversee preparation of training programs, materials and implementation
- Initiate grant seeking, including research, proposal writing, and reporting requirements
- Provide collaboration and thought leadership within the national Basics Learning Network of partner cities (i.e., sharing impactful practices, pursuing new funder relationships, and breaking down silos within community)



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- Actively participate in community-wide collective impact projects focused on services of infants and toddlers and on maternal/child health outcomes

Key Relationships

The position reports to the President and CEO, also working closely with the Director of Development and Houston Health Department. Partner relationships include public agencies, health systems, primary care clinics, educational institutions, academic institutions and social service agencies.

Qualifications

- Master's Degree in Education, Development, Social Work, or Public Health, or Bachelor's Degree with 10 years of progressive experience in the field
- Progressive leadership, management and community development experience
- Excellent team building skills
- Background in fund development and partnership engagement

Compensation

The Houston Health Foundation offers a competitive salary and benefits package commensurate with experience.

Working Environment and Ethical Conduct:

This position may be performed on a hybrid basis, with remote and in-person attendance as required for meetings and events.

The Houston Health Foundation expects the highest level of ethical and respectful behavior in communications internal and external to the organization. The foundation takes the stewardship of resources for the organization and its programs seriously and has established internal controls to ensure resources are protected and applied for their intended purpose by donors and funders of the organization.

The Houston Health Foundation is committed to a working environment that is diverse, equitable, and inclusive, free from discrimination and harassment.



About Houston Health Foundation:

The Houston Health Foundation's mission is to create private-public partnerships for sustainable health and wellness initiatives and programs in our communities . We are a small 501 (c)(3) non-profit organization, engaged with multiple community partners throughout the Houston area and serving over 20,000 children and families.

Application Process: To apply, kindly send a cover letter and resume to info@houstonhealthfoundation.org.

March 1, 2023