



# Touching Hearts, Changing Lives Together.

[varietyclc.org](http://varietyclc.org)

## Variety Child Learning Center Chief Executive Officer

Syosset, NY



“From the first day...I knew we were in good hands. Many parents may regard swinging on a swing, riding a bike, or saying “Good Morning” everyday occurrences. We considered them small miracles. Thanks to your vision, and may we say genius, VCLC...has helped our family more than you will ever know.” – **Parents of a Variety student**

## About Variety Child Learning Center

Variety Child Learning Center (VCLC), a 501(c)(3) agency founded in 1966, is a multi-faceted agency that promotes the development, education, and inclusion into the diverse community of children with or at risk of special needs. VCLC increases the capabilities and reduces the stress of those families by initiating improvements in the delivery of services.

VCLC has provided programs and services for young children with special needs and their families for 56 years. Judith Bloch founded the school in 1966, almost ten years prior to federal legislation giving children with special needs the entitlement to receive a free appropriate public education (FAPE). Ms. Bloch developed a child-centered, family-focused program based on the concept that early identification and intervention with parental involvement can make a lasting impact on a child’s later development that is not possible if services are delayed. This philosophy and model, the Home/School Collaborative Model, remains the cornerstone of VCLC’s current programs. VCLC’s Home/School Collaborative Model was designated a “Sharing Success Validated Program” by New York State Education Department in 1997.

Today, VCLC, with an annual budget exceeding \$20 million, serves more than 750 children with learning, language, and behavior challenges, including autism, and their families each year. VCLC’s programs include evaluations for children birth to eight, early intervention, preschool full-day self-contained and inclusionary classes, full-day school-age classes, SEIS (Special Education Itinerant Services), Family Respite (OPWDD and Medicaid funded program), Related Services, UPK and Child Care. In all programs and services, parents and professionals are viewed as equal partners.

## Role

Reporting to the Board of Trustees, the Chief Executive Officer (CEO) has primary responsibility for providing strategic and operational leadership for the school. The CEO works closely with the Chief Financial Officer to oversee the fiscal operations of VCLC. The CEO works with the Board to craft and refine Variety Child Learning Center’s vision and strategic plan, and with senior management team (e.g., fiscal, program, building and IT, development, and marketing) to translate that plan into a coherent course of action for the organization.

## Responsibilities

### Strategic Vision and Leadership

- Oversee Variety Child Learning Center's program effectiveness and fiscal performance, ensuring alignment with vision and mission and compliance with Board policies, contracts, and regulations
- Recruit, hire, supervise, motivate, and manage senior staff
- Develop and oversee implementation of annual and long-term plans
- Maintain strong working relationships with VCLC senior management to assure that special education programs for young children and support services for families are delivered in accordance with regulations
- Be a presence in the agency so that staff and families not only recognize, but become acquainted with, the CEO

### Operational Leadership

- Oversee and guide administrative, supervisory, and fiscal decisions for the overall operations
- In conjunction with the CFO, present Variety Child Learning Center budget to the Board of Trustees each year for approval and ensure implementation of approved budget
- Coordinate expansion activities to ensure new initiatives are in conformance with Variety Child Learning Center's mission, goals, and resources
- Monitor the evaluation of Variety Child Learning Center's programs and facilities and coordinate activities and use of resources for improvements as needed
- Communicate with and listening to staff – acknowledging their ideas and concerns to develop confidence and trust
- Communicate with and listening to families

### Governance

- Ensure ongoing discussion and dialogue with Board of Trustees, presenting reports, policy revisions, draft budgets, plans, and new initiatives for review and approval
- Participate in the recruitment and screening of Board members
- Provide regular reports to the Board on the operations and the financial status of Variety Child Learning Center including information on related issues and developments
- In conjunction with the Board Chair and the Committee Chairs, plan meeting agendas and prepare relevant materials
- Report to the Board of Trustees and assume additional duties assigned as needed

## Development

- Initiate outreach with major donors and find new prospects
- Cultivate relationships with current and potential donors
- Approve overall fundraising plan for Variety Child Learning Center, supervise its implementation, and participate in the efforts

## External Activities

- Make high-level decisions that direct policy in compliance with VCLC's regulatory agencies (including NYS: Education Department, Department of Health, Office of Children and Family Services, Office of People with Developmental Disabilities, and Medicaid)
- Cultivate and manage relationships with government officials and agencies on the local, state, and federal levels to promote VCLC's mission
- Serve as liaison to districts, community groups, other institutions, coalitions, public officials, the media, and the public

## Qualifications

The CEO will have the following experience and skills:

- Master's Degree
- Minimum of five years in a leadership position at a nonprofit organization
- Understanding of financial, management and human resource practices and issues
- Excellent problem-solving skills
- Strong writing skills
- Excellent computer skills with knowledge of Microsoft Office products and databases

Variety Child Learning Center offers a competitive salary and comprehensive benefits package. All COVID vaccinations required.

The Variety Child Learning Center is proud to be an equal opportunity employer, committed to inclusive hiring, and dedicated to diversity in its work and on its staff. We strongly encourage candidates of all identities, experiences, orientations, and communities to apply.

To apply for this position, please click [HERE](#).

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Omar Lopez, Talent Consultant