



Life's WORC  
Chief Executive Officer  
Garden City, NY

## Background

Life's WORC is a not-for-profit agency that has been providing quality support services to the special needs community for over 50 years. The agency's Founder, Victoria Yunis Schneps, and her late husband created the model of care that took people with intellectual challenges from institutions and placed them in family like homes in community-based settings. From its first home opened in Little Neck, Queens, Life's WORC has expanded to manage 45 homes, multiple non-residential programs and a Family Center For Achievement across Suffolk and Nassau Counties, Queens and Manhattan serving over 2,000 families and individuals with developmental disabilities, intellectual challenges and autism. The agency provides in-home support, skills development, behavioral intervention, social/recreational programs and vocational training opportunities.

Life's WORC has always offered the special needs community quality programming and a residential program that affords a safe and supportive environment. In 2023, the agency will take the next step to providing this population with the opportunity for a purposeful life. The new Life's WORCFORCE initiative opening in 2024 will provide people in the community and in the agency's homes and programs a place to go, people to meet and vocational lessons to learn. WORCFORCE is a two floor, 24,000 square foot center, that has a chef's kitchen, a huge gymnasium and multiple training rooms some of which are manned by local and national private corporations who are partnering to help provide valuable lessons to the special needs population.

Life's WORC is known for its quality services and support. In addition, the agency operates very efficiently, with 90% of the funds received by the agency is spent on the people in the agency's homes and programs, and the remaining 10% is efficiently spent on administrative overhead.

To learn more about Life's WORC, visit [www.lifesworc.org](http://www.lifesworc.org).

## Position

Life's WORC is looking for a strategic and mission-oriented Chief Executive Officer who will provide ongoing strategic direction for Life's WORC in service of its mission, leading the organization and its staff into its next chapter. The CEO will be responsible for achieving the organization's mission, while spearheading growth and innovation that maximizes impact, all to ensure that Life's WORC delivers the highest quality services to the people the organization supports and their families. The CEO will prioritize and infuse values, culture, and practices that foster an environment that demonstrates visible change built on a foundation of mutual respect and accountability.

The CEO will work in collaboration with and report to the Board of Directors, will directly supervise the leadership team of five, and lead a staff of 1,000 across all programs. The CEO

will be a visible and accessible leader, fostering a best-in-class leadership team that supports an organizational culture which is collaborative, inclusive, and person-centered.

The successful candidate will have experience leading and building effective teams in large, complex organizations, they will be a strategic thinker with financial and business acumen, an excellent communicator and network builder, with the ability to drive results and make key decisions while balancing the needs of multiple stakeholders.

## Role Priorities

- Promote excellence and innovation across all levels of the organization and programs, in support of the well-being of the people Life's WORC supports and their families
- Develop and communicate a shared vision for the organization
- Grow and nurture a best-in-class leadership team
- Build and support an organizational culture that fosters respect, accountability, and teamwork
- Facilitate cross-departmental collaboration and strengthen internal communication with staff throughout the organization
- Cultivate a strong and transparent working relationship with the Board of Directors
- Ensure the short- and long-term financial health of the organization, including identifying and spearheading strategic growth initiatives that advance the organization's mission
- Advocate on behalf of Life's WORC with funders, associations, and legislative leaders to advance practices and funding that support I/DD community

## Responsibilities

### Strategic Vision and Operations

- Provide ongoing strategic vision of Life's WORC in service of its mission and lead the organization in its next phase of impact
- Foster the development of a common vision for Life's WORC among staff and the Board of Directors
- Drive the execution of a strategic plan by implementing needed structure and resources; develop and hold the team accountable for key performance metrics
- Maintain overall responsibility, accountability, and authority for the management of day-to-day operations of Life's WORC and its programs
- Lead the development of innovative and impactful programming to meet the challenges of current and future regulatory and fiscal environments
- Ensure that Life's WORC is delivering service of the highest quality by overseeing program evaluation efforts
- Ensure programs are in regulatory compliance

### Team Management and Leadership

- Mentor, coach and develop the executive leadership team with an emphasis on developing capacity for inter-departmental collaboration, strategic decision-making, and cultivating an effective team dynamic
- Engage other members of the Executive Leadership Team to facilitate cross-departmental collaboration that ensures that all financial, technology, and HR solutions positively support Life's WORC evolving strategy, operational delivery, and growth needs
- Provide effective and inspiring leadership through active engagement and involvement in programs and services, developing a broad and deep knowledge of all Life's WORC's programs
- Contribute to the organization's efforts to promote an organizational culture of collaboration, transparent and frequent communication, alignment with a common vision, and celebration of success in both specific projects and broader organizational objectives
- Accountable for clear and thoughtful communications with all stakeholders and in particular staff, to ensure an environment of transparency, clarity of mission and support while also demonstrating high standards of excellence and accountability
- Cultivate a strong working relationship with the Board, ensuring that they will be motivated and empowered to implement Life's WORC strategic goals and further its mission

### Communications and Community Engagement

- Serve as a public ambassador, spokesperson, and thought leader in various types of media, raising awareness about Life's WORC mission and work
- Cultivate existing and new partnerships with external stakeholders (e.g., government, corporations, and the media)
- Establish a presence with the larger I/DD ecosystem via active participation in I/DD groups, associations, and advocacy platforms

### Financial Oversight and Resource Development

- Work to advance the organization's strategic goals by diversifying and deepening funding sources
- Work in collaboration with the CFO to ensure fiscal oversight, accountability, and sustainability
- Actively pursue new opportunities to grow Life's WORC through formal and informal partnerships, mergers and/or acquisitions

## Qualifications

The ideal candidate will offer the following qualifications:

- Demonstrated deep passion for and commitment to Life's WORC mission
- Proven track record leading a large and complex mission-driven organization
- Experience and/or knowledge of working with the I/DD community and services is strongly preferred
- A business-minded leader with exceptional strategic decision-making, financial, operational, and analytics skills
- Track record of collaborating with and navigating legislatures and regulatory bodies (familiarity and experience with New York State preferred)
- Demonstrated success leading a high-performing senior team
- A forward-thinking and growth minded leader that is not afraid to question the status quo and has demonstrated success in implementing new initiatives
- Caring, trustworthy, and accessible, with the ability to listen to others' perspectives and find common ground
- A culture and team builder who motivates others and has demonstrated success fostering an inclusive and collaborative environment
- A skilled communicator, with the ability to build strong, transparent relationships with diverse stakeholders, including Board, staff, as well as clients, and families
- Proven ability to make sound and timely decisions that keep the organization moving forward
- Experience with strategic alliances and mergers and/or acquisitions preferred

## Salary

Life's WORC offers a competitive compensation package that will include a base salary of \$330,000 – \$380,000 plus generous PTO and an attractive, comprehensive benefits package which includes 403B with company match and a car allowance.

At Life's WORC we promote a culture that embraces our uniqueness and maintains mutual respect and appreciation for each other. Our organization exemplifies our values, which are ingrained with diversity, equity, inclusion, and accessibility in all that we do.

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

---

Jessica Black, Senior Talent Consultant  
Natalia Kepler, Senior Talent Consultant  
Jin Lee, Senior Associate