



Together for Good – Site Director

Job Title: Site Director

Reports To: Vice President of Operations

Full Time/Part Time: Full Time

Organizational Summary

Together for Good (TFG) is a Christian non-profit. TFG creates pathways for the local church to come alongside vulnerable children and families in Christ-centered ministry. It is our joy to equip local churches to journey together with isolated mothers and vulnerable children by offering voluntary hosting of the children during crises such as homelessness, medical crisis, unemployment, and mental health struggles. We believe in the power of relationships and that no family should ever walk alone. This innovative model has become a new path to keep families together and help them thrive.

Job Summary

We are looking for a dynamic leader and a problem-solver who is self-motivated and proactive. This person must have strong organizational skills in management, operations, and finance, as well as strong verbal and written communication skills. The Site Director will be responsible for the general operation and management of a TFG Site, including the financial stability and sustainable growth of their site. The Site Director will work closely with and report to the Vice President of Operations.

Primary Responsibilities:

- Promoting TFG within the local community.
- Facilitate TFG Interest meetings.
- Recruit and develop church partners.
- Maintain a network of local church partners.
- Build collaborative relationships with local referral partners.
- Build and maintain a local TFG advisory committee.
- Work alongside the local advisory committee to ensure healthy/impactful local ministry.
- Oversee the local TFG site budget.
- Manage and maintain all fundraising activities for the local TFG Site.
- Oversee the general NPO business activities for the site.
- Supervise and manage the site Program Director.
- Oversee the quality implementation of TFG programming/ministry model.
- Ensure all TFG policies and procedures are being followed.
- Meeting regularly and collaborating with other Site Directors.
- Participate in all required TFG functions, staff conferences, and meetings.
- Recruit, hire, and develop quality staff for the local TFG site.
- Manage local marketing and communications.

Minimum Education and Experience:

- Bachelor's degree required. (NPO Leadership, Management/Business, or Social Services preferred).
- Demonstrated excellent organizational skills with attention to detail.
- Experience in leading and managing teams.
- Experience in fundraising, working with individual donors and facilitating fundraising events preferred.
- Experience managing budgets, expenses, and general organizational operations.



- Effective in managing timelines and project budgets.
- Has managed multiple projects simultaneously and successfully.
- Knowledgeable regarding local community resources and/or social services.
- Experience with the world of foster care, adoption and/or family social services, and/or social services would be helpful.
- Nonprofit experience is a plus.

Qualities of the Ideal Candidate:

- **Highly Missional:** Able to articulate the Christian faith. An active member of a local church. Agreement with Together for Good's mission, vision, values, and statement of faith. Has a strong desire to use gifts and talents to positively impact Christian ministry.
- **Self-Motivated:** Takes initiative. Does not require extensive directions. Is skilled at taking an idea and running with it.
- **Strong Communication Skills:** Demonstrates excellent verbal and written communication skills. Capable of clear, creative, passionate, and grammatically correct communication.
- **Highly Organized:** Highly organized and efficient, with strong attention to detail.
- **Critical Thinking/Problem-Solving Skills:** Strong decision-making skills. Ability to navigate crisis situations professionally.
- **Relational:** Values and has a proven track record of developing strong, healthy relationships. Values collaborations and works well with a team of colleagues, volunteers, and community partners.
- **Resource Development:** Has experience and is comfortable with fundraising. Someone who sees fundraising as an opportunity and an important aspect of our ministry.
- **Financial Skills:** Is competent in budget management and has a strong grasp of basic internal controls.
- **Dynamic:** Able to inspire others to get involved and partner with an important organization like Together for Good.

Travel and Work Schedule:

- Available for work Monday - Friday.
- Occasional availability is needed for evenings and weekends.
- Must travel throughout the immediate area.

Compensation:

- This is a full-time salaried position.
- Mileage is reimbursed at the federal mileage rate.
- PTO & Paid Organizational Holidays.
- This position is eligible for medical premium reimbursement through TFG's ICHRA account.

How to Apply:

- Please email a cover letter and resume to info@tfgood.org.

This description is not intended, and should not be construed, to be an exhaustive list of all responsibilities, skills, efforts, or working conditions associated with this job. It is intended to be an accurate reflection of the principal job elements essential for making compensation decisions.