Executive Director
Des Moines Pastoral Counseling Center
Des Moines, Iowa 50322

THE OPPORTUNITY
The Des Moines Pastoral Counseling Center is a nonprofit, nonsectarian organization offering a full range of mental health services (serving over 2,000 adults and children annually) as well as a host of programs that focus on leadership and spiritual life.

With a staff of 32 and a reputation for excellence, the Center is looking for a visionary Executive Director who can take the organization and team to the next level.

OUR VISION
Become the recognized leader in the delivery of human care that integrates psychology and spirituality, and brings understanding, hope, and healing to the people and organizations we serve.

DESIRED CANDIDATE PROFILE
The ideal candidate will have the following characteristics and experience:

- Knowledge of clinical counseling services and an in-depth appreciation of and sensitivity to a clinician’s world.

- A deep appreciation for the role spirituality plays in a clinical environment, and experience in a faith-based environment.

- A strategic vision for the mental health community that encompasses adult and child counseling services, resources for religious professionals and congregations, spiritual renewal programs, psychological assessment, and clinical training, as well as the regulatory environment, community outreach and development.

- Substantial senior level experience in a clinical and/or pastoral environment, with a demonstrated ability to:
  - collaboratively manage, coach and develop a large group of highly trained and competent mental health professionals;
  - develop and work with a Board of Directors
  - set and achieve strategic objectives,
  - prepare and manage a budget;
  - engage with community leaders on community outreach and fundraising.

A Master’s and/or Doctoral degree in a mental health related field is preferred.
EXECUTIVE DIRECTOR RESPONSIBILITIES

General/Strategic Oversight

- Embrace, promote, and maintain the Center’s vision and mission to bring understanding, hope and healing to people of all ages through counseling and education.

- Work with the Board of Directors to strategically plan for the Center’s success, setting and achieving strategic objectives. Actively seek out information on both local and national movements that inform and impact the Center’s mission and provide environmental interpretation to the board and staff of external trends that may create opportunities or threats to the Center mission or operations.

- Ensure the performance of all departments (administrative, development, marketing, programming and technology), while collaborating with board, consultants, and community leaders on current and changing organizational needs.

- Cultivate professional and collaborative relationships within our community to support, coach, and resource board members and staff in such efforts.

Clinical

- Develop a culture that values and supports the integration of mind, body and spirit in the delivery of the Center’s mental health services and create policies that support the culture.

- Develop staffing plans and programs that support the Center’s strategic plans and that maximize the clinical reputation and position of the Center.

- Develop positive and collaborative working relationships with clinical staff, actively create and maintain appropriate systems and policies to promote their ongoing professional development while enhancing their ability to serve clients effectively, efficiently, and ethically. Ensure that clinical operations are ethical, compliant with regulations and promote maximum client satisfaction.

Operations

- Work collaboratively with the board to identify potential board members and donors.

- Provide leadership and oversight for community relations, community awareness, and fundraising/development efforts with donors, potential donors, and sources of client referrals.

- Facilitate the active engagement, education and performance of the board and support them in developing and expressing their unique skills, gifts and talents for the benefit of the Center; and assist them in providing appropriate guidance and oversight to the work of the Center.

- Ensure the financial performance of the organization; oversee the Center’s basic business and financial operations, and provide oversight to those efforts so that Center
resources, both time and financial, are utilized responsibly and in compliance with appropriate policies, procedures, and compliance standards.

- Oversee facility maintenance and maximize utilization of space and administrative support services to ensure client satisfaction and service effectiveness.

MISSION & CORE VALUES

The Center’s Mission is to provide expert professional counseling and education to adults and children of all ages, as well as to religious professionals and congregations throughout central Iowa.

As a multi-disciplinary team of mental health professionals who believe that caring is integral to healing, we are guided by the following values:

- Respect for the uniqueness and diversity of people of all ages and backgrounds.
- Respect for the holistic connection of mind-body-spirit.
- There exists within all people a basic human desire for personal and relational growth.
- Being sensitive to client questions of meaning, value, and symptom relief in order to meet them where they are in their life and personal growth.
- Helping our clients (adults, children, religious professionals and congregations) find voice for their concerns.

BACKGROUND & HISTORY

The Des Moines Pastoral Counseling Center began as a mission project of First United Methodist Church, Des Moines, in 1972, a time when a Gallup Poll indicated that 70% of the population preferred to discuss a personal problem with a professional who accepted their faith values. (Interestingly, a similar statistic holds true today.)

Within two years, the Center became independent of any particular faith group, but throughout its history, the integration of mind, body and spirit has influenced care for clients.

Over the years, the Center gradually grew in clinical capacity (one counselor in the early years to the current 26 therapists) as client requests dictated. Growth accelerated after the Center’s work with children and adolescents was established as a specialty area, in 1998.

Currently, the Center serves 2,400 clients annually, one-third children and adolescents, and two-thirds adults, as individuals and couples. At present, we have waiting lists for many of our services and programs.

Recent additions to the clinical staff include a psychiatric physician assistant and a psychiatrist, allowing for prescribing capabilities. Although 85% of the Center’s work focuses on outpatient mental health clinical services, consultation and training of religious professionals and congregations through consultation and training has always been an important dimension of the Center’s work.
Through a successful capital campaign, the Center moved into its own facility in December, 2010, giving it the space to further expand services and programming.

The Center holds accreditation by both the American Association of Pastoral Counselors and the Samaritan Institute.

**THE ORGANIZATION**

The major functional areas of service within the Center are shown in the attached chart.

![Organization Chart]

--- 26 Therapists -----

--- 6 Support Staff -----

--- Executive Director ---

--- Board of Directors ---
APPLICATION PROCESS

Candidates who meet the desired profile should apply by e-mail to the Search Consultant:

    Sheri Vohs
    [svohs@netins.net]

Prospective candidates should include a resume and a cover letter that addresses their specific qualifications for the position. For full consideration, apply by July 15, 2016.