



EARLY MILESTONES

COLORADO

ADVANCING OPPORTUNITIES FOR CHILDREN'S SUCCESS

CURRENT OPEN POSITION: Director of Innovative and Best Practices

Full-Time, Exempt (Eligible for benefits)

[Early Milestones Colorado \(Early Milestones\)](#), a dynamic, action- and results-oriented statewide nonprofit, is seeking a Director of Innovative and Best Practices. The candidate must be interested in systems building in early childhood; exhibit a high comfort level developing and implementing complex projects; enjoy managing a high-functioning team; be a key contributor to a continuous learning environment; and approach work with a sense of urgency and a supportive, flexible attitude.

Early Milestones works to ensure that all children and families, especially those who have been historically marginalized, have access to the opportunities and resources needed to be valued, healthy, and thriving. If you are looking for a position with purpose and are excited to join a mission-driven organization, you may be a perfect fit for our team.

Summary of the Position:

The Director of Innovative and Best Practices will work closely with the Executive Director and Director of Research and Policy to design, implement, and expand projects and initiatives in support of Milestones' mission so that every community can provide an equitable environment where children will flourish. This role is accountable for the overall success of the relevant project teams, and successful execution of project deliverables. This role manages staff who are responsible for developing, executing, and evaluating projects in accordance with funding and compliance requirements.

What you'll do:

- Direct the execution of the organization's portfolio of innovative and best practices projects, including monitoring of work plans and budgets, to ensure projects meet Milestones' standards for impact.
- Cultivate new projects focused on innovative and best practices and partner with the Executive Director on development strategy and execution.
- Monitor innovative and best practices portfolio, including combined staffing and resource needs, and perform forecasting to maintain stable capacity and/or growth as directed by the overall organization strategy.
- Facilitate connections and ensure consistency across projects with regards to major activities including request for proposals (RFP), community planning processes, technical assistance, and cross-community communication and learning.
- Provide daily management to project team members through encouragement, resources, and feedback that support individual and collective goals.
- Serve as a liaison with community members, foundation partners, and project fiscal agents to respond to relevant project inquiries.
- Direct negotiations with funding agents concerning budget and scope including sensitive negotiations to commit the organization's resources without compromising quality.
- Convey knowledge and technical expertise in most areas of the innovative and best practices projects and make connections between Milestones' work and other relevant public and private partner work at the state and national level.
- Deliver quality facilitation and public speaking that best represents the organization, including in high-stakes environments and extemporaneous situations.

What we're looking for:

- Minimum education requirements: Bachelor's Degree. Advanced degree in relevant field preferred.
- 10+ years of experience in a nonprofit intermediary organization focused on equity in health, family support, and/or early childhood required.
- 5+ years of relevant and progressive work experience in project management, system-building efforts, and local and state collaboration around early childhood issues.
- 2+ years supervisory experience fostering high-functioning teams.
- Previous success in establishing relationships with individuals and organizations of influence including funders and partner agencies.
- Expertise in health and well-being, family support and education, or preschool through third grade (P-3) systems strongly preferred.

Background of the Organization:

Early Milestones is a statewide nonprofit organization with a simple yet ambitious goal - *to make Colorado the best place to raise a child*. Our small but mighty team works with local communities, state agencies, foundations, and national experts to create equitable, lasting improvements for children prenatal through age eight across the areas of learning and development, health and well-being, and family support and education. Early Milestones' staff consists of highly motivated self-starters who are committed to the success of the organization and who work both independently and collaboratively with outstanding results.

Early Milestones seeks diverse perspectives, experiences, and skills to enhance our culture. An important part of our culture is our team's core values that include a culture of learning and flexibility; personal responsibility; feeling supported and supporting others; and maintaining balance. If you value the same and are seeking to inspire and be inspired by a vibrant, thriving, mission-driven organization, Early Milestones may be a great fit for you.

Benefits:

Early Milestones is proud to be recognized as a Family-Friendly (FF+) Business through [Health Links](#). Benefits include medical, dental, vision, and life insurance; paid time off (vacation and personal days); parental leave; an employer matched 401K plan; ongoing professional development; and the opportunity to work with and learn from a terrific team!

Application Process:

Please send your resume and a cover letter to recruiting@earlymilestones.org.

Early Milestones is dedicated to the principles of equal employment opportunity. We strive to embed an equity lens into our daily work and continually update our practices to reflect new learning. We are committed to inclusive, barrier-free recruitment and selection processes and will be happy to work with applicants requesting accommodation at any stage of the hiring process. We prohibit unlawful discrimination against applicants or employees on the basis of age, race, sex, color, religion, national origin, disability, military status, marital status, genetic information, gender expression or identity, sexual orientation, or any other status protected by applicable federal, state, or local law.