



CURRENT OPEN POSITION: Deputy Director

Full-time, Exempt, Eligible for benefits

Salary Range: \$95,000-107,000

Application Process:

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

[*Early Milestones Colorado \(Early Milestones\)*](#), a dynamic, action- and results-oriented statewide nonprofit working to advance success for young children and families across Colorado, is currently seeking a Deputy Director. The candidate must be passionate about systems building in early childhood; exhibit a high comfort level cultivating, developing, and implementing complex projects; enjoy managing a high-functioning team; and be a key driver in a continuous learning environment.

Summary of the Position:

The Deputy Director will direct the development and execution of Early Milestones' research, practice, and policy work. The Deputy Director will work with the organization's leadership to chart Early Milestones' evolution per the organization's multi-year strategic plan and ensure successful implementation of the organization's internal and external commitments to Diversity, Equity, and Inclusion (DEI). This position will support Program Directors in expanding our revenue sources, including building fee-for-service work; and position our research activities toward a more proactive orientation.

What you will do:

- With the Executive Director and Director of Operations, operationalize the organization's three-year strategic plan, monitor progress, and anticipate and execute on any necessary adjustments.
- Partner with the Executive Director on the development and execution of the organization's growth strategy; support the cultivation of new projects focused on practice, policy, and research; and oversee the organization's portfolio of projects, to ensure consistency in the quality of approach and to maximize Early Milestones' systemic impact.
- Explore and develop the strategy to grow the organization's fee-for-service revenues and research and policy activities.
- Participate in leadership team activities (e.g., personnel matters, board planning).
- Monitor and interpret state and national field developments and discern and direct cross-project learnings to continuously increase Early Milestones' impact on systemic change.
- Anticipate and leverage opportunities to promote Early Milestones projects at the state and national level including with national foundations.
- Direct and support Program and Research Directors' efforts to foster strategic partnerships and collaborations with organizations or groups that can help advance Early Milestones' mission. Serve as a liaison with community members, foundation partners, and project fiscal agents.
- Convey knowledge and technical expertise in early childhood research, policy, and practice areas and make connections between Early Milestones' work and other relevant public and private partner work at the state and national level.
- Direct strategies to translate local implementation experiences and research findings to inform relevant potential policy change and enhance Early Milestones' capabilities to determine and communicate about how equity is and is not realized across Colorado's early childhood ecosystem.

What we are looking for:

The successful candidate has the following education and experience requirements and core competencies:

- Advanced degree in relevant field required, Ph.D. preferred.
- 10+ years of experience in a nonprofit organization, research organization, or academic institution focused on early childhood issues required.
- 7+ years of relevant and progressive work experience in project management, system-building efforts, and local, state, or national policy work concerning early childhood issues, 2+ years in a senior management position.
- Demonstrated strategic planning and execution with the ability to identify emerging trends and opportunities and prioritize and pivot accordingly.
- Skilled in directing applied and/or responsive research, including both qualitative and quantitative methods.
- 4+ years of supervisory experience fostering high-functioning teams.
- Track record of cultivating and establishing relationships with individuals and organizations of influence including funders and partner entities.
- Expertise in health and well-being, family support and education, or preschool through third grade (P-3) learning and development systems strongly preferred.
- Demonstrated dedication to diversity, equity, and inclusion (DEI) as articulated in Early Milestones' DEI statement and commitments.
- Personal qualities of integrity, credibility, and a commitment to and passion for the mission of Early Milestones.
- Ability to read, write, speak, and understand the English language fluently with the ability to synthesize scientific and technical concepts for lay audiences and message complex findings persuasively and articulately both verbally and in writing; comfortable with public speaking, preparing, and delivering presentations.
- Experience in improving local systems supporting children and families; facile in translating community experiences into specific policy barriers and/or opportunities and facilitating bi-directional communication for greatest impact.
- Demonstrated skills in organizational budgeting, forecasting, and business development with a variety of sources including foundations, state and federal government, social science research entities, and other fee-for-service.

About Early Milestones Colorado:

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 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. We strive to embed an equity lens into our daily work and continually update our practices to reflect new learning. Early Milestones is dedicated to the principles of equal employment opportunity and seeks diverse perspectives, experiences, and skills to enhance our culture and fulfill our core values. We strongly encourage people of color, lesbian, gay, bisexual, transgender, queer, and non-binary people, veterans, parents, first-generation immigrants, those who were first in their families to attend college, and individuals with disabilities to apply. 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.

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.

Early Milestones staff are primarily working remotely during this time, although this position may require some in-person interactions with some staff. Staff members are provided with appropriate equipment and access to technology to effectively work from home. As conditions change with the pandemic, more in-person internal and external meetings may be necessary to fulfill the duties of the position.

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!