



**EFL Associates/CBIZ**  
700 West 47<sup>th</sup> Street, Suite 1100  
Kansas City, MO 64112  
Phone: 816.945.5400  
eflassociates.cbiz.com

## Guidance at the Crossroads of Decision

### PRESIDENT/CEO

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### POSITION SPECIFICATIONS

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#### CLIENT

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The [Center for Practical Bioethics](#), a leading independent nonprofit organization dedicated to raising and responding to ethical issues in health and healthcare, invites applications and nominations for its **President and Chief Executive Officer**, due to the pending retirement of the current President/CEO at the end of December 2022. Located in Kansas City, Missouri, the Center has become a magnet for bioethics programs and professionals across the country.

Since 1984, the Center for Practical Bioethics has helped patients and their families, healthcare professionals, policymakers and corporate leaders grapple with ethically complex issues in medicine, health research and population health. The Center does not wait to be called upon. The vision and mission requires the Center to be proactive – to call attention to ethical issues in health and healthcare and to develop programs, policies and publications that address them.

Through its unique methodology, the Center puts "practical bioethics" into action. The results? Reasoned, real world responses to ethically complex situations and, ultimately, the greatest peace of mind possible for those who must decide.

The Center has operated in a relatively unique space as an independent community-based ethics center in a field predominantly occupied by ethics centers located in academic centers. Other than just a few religiously or independently affiliated ethics centers or those with academic and/or medical center ties, the realm of independent community-based ethics organizations is significantly limited.



We are seeking a visionary leader capable of growing this regional organization with an expanding national presence, featuring a staff of leaders known in the bioethics movement across the country. Our ideal President/CEO has at least seven (7) years of experience working with national, state and local leaders in ethics, bioethics and healthcare at all levels. We seek a dynamic individual who can work with a broad array of cutting-edge, public and

private organizations to continually improve and enhance community inclusion, support policy advancement and drive our mission.

The President/CEO is the face of the Center for Practical Bioethics, responsible for overall leadership and strategic thinking. Selected by the Board of Directors, the President/CEO carries out the mission and is responsible for overall management and operations. The President/CEO is accountable for the programmatic and fiscal integrity of the organization, routinely exercising discretion and independent judgment in the performance of job duties. The President/CEO is also responsible for leading the Center’s commitment to **justice, equity, diversity and inclusion** in all facets of organizational culture, work, policies, and practices.

The successful candidate is a mature, strong, energetic, and creative leader who will build on the organization’s standard for excellence and provide strategic direction while embracing opportunities for new initiatives and business opportunity development. The President/CEO is responsible for both internal operations and external relationships, articulating the compelling mission and vision of the Center to diverse stakeholders.

The President/CEO leads a staff of 11, as shown in [Our Team](#) on the Center’s website, and oversees a budget of over \$1.7million for 2022.

Without question, this is a rewarding and fulfilling career opportunity to lead a dynamic nonprofit organization and build on its mission, work with a high performing culture where coworkers are passionate about their work and clients served, and there is a high standard of service delivery practices and outcomes.

### **Necessary Competencies**

- Proven leadership skills with financial and business acumen in the nonprofit sector – Proven ability to understand and develop a broad array of business functions; drive efficiency, growth and revenues – achieving the most out of limited resources; experience in development and management of a multi-million-dollar budget for a nonprofit.
- Demonstrated background and knowledge in the areas of programs operated by the Center. ([Program Overview](#) – Center for Practical Bioethics)
- Ability to advocate passion for the mission and partner with diverse community stakeholders to achieve mutual goals
- Experience in working with a Board of Directors, including strategic planning, governance, budgeting, and articulating the mission and vision of the organization
- Proven relationship builder with experience in supervision and providing direction to staff in a collaborative fashion
- Demonstrated commitment to diversity, justice, equity, inclusion, and transformative leadership
- Strong Grantsmanship/Fundraising and Development skills and ability to serve as the Center’s key steward to expand the financial support network
- Execution and oversight of project development and quality program performance

- Proven negotiation skills

### Interpersonal Qualities

- Operates with integrity and honesty, instilling trust in the team and with external stakeholders
- Energetic, motivating and collaborative leader
- Effective listening, communication, and conflict resolution skills
- A visionary catalyst for change with the ability to foster new opportunities
- Open and flexible, maintaining optimism and confidence even under pressure
- Knows how to instill accountability in others
- Builds strong and diverse management teams
- Effectively manages personal stress
- Humble servant leader
- Influential and politically astute

### RESPONSIBILITIES

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#### *Executive Leadership and Organizational Management*

- Provide thoughtful and visionary executive leadership that is inclusive, transparent, and empowering in a manner that supports the Center’s mission as set by the Board of Directors
- Provide dynamic insight and perspective in areas of programs operated by the Center ([Program Overview](#) – Center for Practical Bioethics)
- Present strategic options and plans for Center impact and gain Board approval as needed to carry out the work of the mission of the organization
- Establish goals, objectives, and operational plans in collaboration with the Board of Directors, staff, and other leaders
- Oversee the day-to-day operations of the Center and ensure its overall successful long-term operations
- Organize, motivate, and mentor internal team leaders to strategically grow the Center’s impact, programs, fundraising, and to effectively fulfill its important mission
- Apply innovative thinking and performance measurements to analyze and support strategic decision-making
- Continually foster a culture that encourages collaboration between and among colleagues of diverse perspectives and backgrounds, recognizing positive contributions
- Contribute to strategic thinking and drive its implementation
- Manage and motivate staff, overseeing processes such as hiring diverse teams, ongoing staff development, performance management, compensation and benefits, and separation,
- Inspire a business-oriented, professional, results-driven environment across the Center



*Medical Student Education*

***Board Governance***

- Maintain regular and ongoing communication to build strong relationships with the entire Board, providing leadership and support to members
- Communicate effectively with the Board by providing members with information necessary to continually function properly and make informed decisions in a timely and accurate manner
- Attend Board and committee meetings and provide reports and updates on staff as well as current work, project timelines, and project and organizational progress
- Partner with the Board Chair to work with the Board as needed to build consensus, remind of outstanding deliverables, and offer support
- Implement Board policies and procedures and build support for Board decisions amongst staff
- Work with the Board (Governance Committee) to identify and recruit new Board members

***Development and Fundraising***

- Drive development and fundraising in collaboration with the VP of Development and the Board Resource Development Committee
- Initiate, cultivate, and extend relationships with the Center’s portfolio of individual, foundation, and corporate supporters
- Understand development, implementation and reporting of grants

***Financial Management and Administration***

- Provide strategic leadership and hands-on management for administrative and operational functions of the Center in accordance with the mission, objectives, and policies
- Present annual budget for Board approval
- Execute Board-approved budget, manage financial operations to ensure maximum utilization of resources, and monitor budget variances
- Ensure the Center’s financial stability and sustainability by maintaining adequate reserves
- Oversee the process of an external annual audit

***External Relations and Communications***

- Represent the Center and serve as chief spokesperson publicly in a manner consistent with the mission, vision, values and guiding principles of the Center
- Present and promote the Center and its mission, programs, partners, and members in a consistently positive manner
- Ensure high visibility to prospects and the public, and build interest in engaged philanthropy
- Manage aspects of the Center’s marketing and public relations

**EDUCATION AND EXPERIENCE**

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- Masters required with expertise in Nonprofit Management, Public Health, Population Health, Bioethics, or a related field.
- Minimum of seven years in a senior leadership role within a nonprofit organization.
- Preferred candidates will have seven or more years of experience working with national, state and local leaders in ethics, bioethics and healthcare.

- Extensive knowledge and expertise in public and private human service and healthcare systems and health policy issues inclusive of budget development and financial oversight.

## **ABOUT KANSAS CITY**

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This position will be based in the Kansas City, metropolitan area. Named one of the “Top 50 Best Places for Business and Careers” by *Forbes*, Kansas City offers a vibrant and diverse community for professionals and their families. Kansas City has received numerous national accolades for high rankings in affordability and raising a family.

Kansas City has also been nicknamed “[The Silicon Prairie](#)” for its innovation, development, and entrepreneurship in technology and business. The region also ranks as the “No. 1 City for Business Growth” in 2018, by Wendover-Insight. [Additional recognition and awards](#) of the Kansas City area is equally impressive.



The “City of Fountains” is home to many cultural opportunities and offers many state-of-the-art facilities to house these world class performances. The nationally recognized [Nelson-Atkins Museum of Art](#) and the [Kauffman Center for the Performing Arts](#) are two examples with the “Kauffman” recently named the one of the 15 most spectacular concert halls in the world. Kansas City also provides a vibrant and eclectic art district within the Crossroads.

Kansas City has urban entertainment centers and award-winning cuisine throughout the metropolitan area. The region is also home to professional athletic teams: Chiefs, Royals, Sporting Kansas City, and Kansas City Current (NWSL).

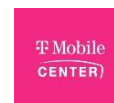
Websites that provide meaningful information about the region are as follows:

- City of Kansas City, Missouri [kcmo.gov](http://kcmo.gov)
- Kansas City Convention & Visitors Association [visitkc.com](http://visitkc.com)
- Kansas City Area Development Council [thinkkc.com](http://thinkkc.com)
- *Kansas City's (Re)source* [360kc.com](http://360kc.com)

## **APPLICATION PROCESS**

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EFL Associates, a retained executive search firm, is assisting the Center for Practical Bioethics’s Board with this important search. All calls and inquiries should be made through the search firm. Nominations and applications will be held in confidence. Review of applications will begin immediately and will continue until the position is filled.



**COMPENSATION**

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Compensation will be market-based, corresponding to the experience level, credentials, and personal characteristics of the candidate. A full range of employee benefits will be offered, and relocation assistance will be provided to the successful candidate, if needed.

**NON-DISCRIMINATION**

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The Center for Practical Bioethics and EFL Associates firmly support the principle and philosophy of equal opportunity for all individuals, regardless of age, race, color, gender, creed, national origin, disability, veteran status or any other legally protected categories pursuant to applicable federal, state or local law and are committed to diversity, equity, inclusion and belonging.

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[www.eflassociates.com](http://www.eflassociates.com)

Nancy Huckaba, Vice President, National Nonprofit Practice Leader  
Email: [nhuckaba@eflassociates.com](mailto:nhuckaba@eflassociates.com)

Cheryl Ashley, Research Associate, Senior Executive Recruiter  
Email: [Cheryl.Ashley@eflassociates.com](mailto:Cheryl.Ashley@eflassociates.com)