



Your quality of life, our passion.

**Chief Executive Officer
POSITION GUIDE**

January 2023



Position:	Chief Executive Officer
Reports to:	Board of Directors
Location:	Moline, IL

Mission

Alternatives for the Older Adult promotes the independence and quality of life of older adults and their families.

Vision

We envision a time when older adults and caregivers turn to Alternatives first for dependable, knowledgeable care management. We work to expand care options to better meet the needs of older adults and caregivers. We envision a day when all older adults are treated with respect, dignity, and value.

Values

- We respect older adults
- We are passionate about extraordinary customer service.
- We promote a team environment and grow together in knowledge, skills, and abilities.
- We honor excellence and applaud accomplishments.

About Alternatives

Established in 1984, Alternatives is a nonprofit 501(c)(3) organization serving approximately 13,000 seniors and their families in 16 western Illinois counties. Since it began, the agency has expanded in its capacity to fulfill its mission by increasing the programs and services provided from primarily Care Coordination to also include Adult Protective Services, Ombudsman, Caregiver Support, Money Management and the Bridges Community Center in Peru, Illinois. The core programs of Alternatives today, include:

[Care Coordination Program](#)

Alternatives' Care Coordinators are experts in the field of aging (certified by the Illinois Department on Aging) who will sit down and help develop a plan of care that will meet the individual's/caregiver's needs

so that they can remain in their homes for a longer period of time. This program serves approximately 9,000 older adults and, of participants enrolled in this program, 89% of older adults who were eligible for nursing home care were able to remain safe in their own home throughout 2021.

[Adult Protective Services Program](#)

Adult PSP provides support to adult residents aged 18-59 living with a disability or an adult 60 years of age or older and living in an independent setting (rather than in a long-term setting) who is living in a situation in which their abuser has a relationship with, and has continued access to, the alleged victim. In 2021, 994 cases of abuse, neglect or financial exploitation were investigated by the APS team.

[Ombudsman Program](#)

Alternatives Ombudsmen are advocates for residents who live in licensed, long-term care facilities, i.e., nursing homes, shelter care, assisted living, supportive living, and group homes. The program includes 11,000 nursing home residents in the following counties: Rock Island, Henry, Mercer, LaSalle, Putnam, Knox, Henderson, Warren, McDonough, Bureau, Hancock, Schuyler, Adams, Brown, Pike, and Calhoun.

[Caregiver Support Program](#)

Alternatives offers support for anyone caring for a senior, an individual with a diagnosis of dementia, and for grandparents raising grandchildren. They currently offer supportive counseling, resource information and linkage, and access to available grant funding for respite and supplemental needs. In 2021, 240 caregivers were provided respite care through this program.

[Money Management Program](#)

MMP is a support program that matches trained and bonded staff or volunteers with older adults and adults with disabilities who need help managing their finances. Staff and volunteers can organize and pay bills, establish and maintain budgets, assist in applying for financial programs and assist with setting and achieving financial goals. 3,250 hours of support was provided to 100 participants in the MMP program.

[Bridges Community Center](#)

Bridges is a senior community center that offers information, education, recreation programs and support for older adults, adults with disabilities and caregivers. Alternatives provides support to Peru and the lower 27 townships in LaSalle County, IL. It is funded in part by United Way of Eastern LaSalle County and United Way of Illinois Valley. In 2021, 1,307 older adults in LaSalle County were served by Bridges staff. Bridges provides a deep portfolio of services for participants, including:

- [Aging and Disability Resource Network](#)

A collaborative partnership of community agencies who serve older adults and/or adults 18 years of age or older with a disability. Any adult may access Information and Assistance to understand what community services may be available to meet their needs at any of these agencies and receive referrals and follow up assistance to access services they need.

[Senior Health Insurance Program](#)

A free service that provides unbiased Medicare counseling and assistance for Medicare, Medigap, Medicare Advantage, and other related aging and disability health insurance options. SHIP counselors also provide information and assistance for beneficiaries with limited income to apply for benefit programs, such as Extra Help, Medicare Savings Programs (QMB, SLMB, QI-1), and prescription assistance programs.

In addition, 4,432 older adults were assisted to register and receive a COVID-19 vaccine through the Alternatives call-in Center.

Alternatives has an annual operating budget of approximately \$5.3M and assets of approximately \$1.5M. It is managed by a dedicated staff of approximately 70 and governed by a 9-member Board of Directors. Alternatives receives funding in part from the Illinois Department on Aging, Western Illinois Area Agency on Aging, the Department of Human Services, The United Way, and various community grants.

The Opportunity

Alternatives is one of the most successful and impactful organizations serving seniors in Western Illinois, with a record of quality, innovation, and advocacy on behalf of older adults. Understanding this important position within the community, Alternatives seeks to continue to identify new opportunities to expand its programming and impact.

The next CEO will be afforded the opportunity to engage an active, committed Board of Directors to outline potential service line additions, program enhancements, and staff engagement initiatives that will allow Alternatives to meet the needs of more individuals, strengthen financial performance, and expand the reach of the organization. Of critical importance will be the ability of the CEO to enhance the profile and awareness of Alternatives in diverse communities.

The CEO will be charged with executing strategies to push Alternatives to greater results across multiple fronts including, but not limited to: expanding the scope of resources (i.e. fee-for-service, grants, philanthropy, etc.) within the organization while maintaining a mission-focused approach; deepening the values of diversity and inclusion at Alternatives and among its partners; and expanding the integration and utilization of technology in the organization to create more efficient service delivery models and business management.

Equally important will be the focus on strengthening a workplace culture driven by communication and collaboration. The CEO will have a unique opportunity to engage in creative, strategic activities to enhance a culture and operational model to ensure optimal missions results. Paramount to this effort will be the ability of the leader to outline strategies and initiatives that will attract and retain the next generation of top tier staff at all levels of the organization.

Position Summary

The Chief Executive Officer reports to the Board of Directors and is responsible for communicating effectively with the Board to assist them and committees with the establishment and implementation of the agency's goals, policies, and financial structure. The Chief Executive Officer works collaboratively, respectfully, and effectively with the Board and senior team to develop and implement a strategic plan while ensuring that the budget, staff, and priorities are aligned with the agency's mission.

The Chief Executive Officer acts as an ambassador within the public and private sectors to encourage a healthy community and to address the issues of the organization's constituencies. They interact with clients, volunteers, donors, and the community to improve services and generate community involvement. The Chief Executive Officer is responsible for the fiscal integrity of Alternatives, including the overall financial condition and annual budget, and, as such, is the lead contact for funders at the city, state, and federal levels.

Candidate Profile

The candidate we seek will be an experienced, proven, and effective senior leader who is passionate about improving the quality of life for seniors. This entrepreneurial individual will bring leadership characterized by a visionary outlook; the ability to garner broad internal and external support; extraordinary success creating strong, effective, collaborative teams; sound business, financial and management acumen; the propensity to increase the visibility and philanthropic resources for the organization; and the fortitude to carry forward major new projects and initiatives in the interest of spurring further growth.

Above all, the candidate will have experience shaping a culture that embodies the core values and mission of Alternatives. The candidate will inspire staff, Board, partners, and those served by Alternatives and will approach the role, particularly in the current environment, with flexibility, creativity, integrity, empathy, and compassion for all engaged with Alternatives. A good listener, the successful candidate will lead through influence and collaboration and always adhere to an appropriate and effective set of core values and beliefs in decision-making.

With a strong focus on planning and management, the ideal candidate will have demonstrated leadership developing a compelling and inspired vision and mobilizing the organization in its achievement. Experience nurturing a culture of collaboration, innovation, and excellence among staff is desired. A proven track record of successful strategies to identify, recruit and retain talent is essential. The ability to lead employees in multiple locations as an effective team of closely coordinated, highly professional, accountable staff members is a must.

As a strategic leader in fundraising and other revenue activities, the successful candidate will have the ability to establish and maintain strong relationships with funders, potential donors and other sources of financial support. Personal experience in or understanding of relationship-driven philanthropy involving individuals, foundations and corporations is preferred. In addition, the candidate will be comfortable working with government officials to obtain and maintain grant and fee-for-service funding.

The successful candidate will have demonstrated management acumen utilizing sound business principles. The preferred candidate will understand and be knowledgeable of current and possible future policies, practices, and trends affecting the organization. Given the diversity of revenue streams at the organization, the ideal candidate will demonstrate a proven track record of successful financial management, as well as negotiating large, complex agreements. Experience with board governance, development, management, and engagement is also preferred.

A strong communication style, both verbal and written, and the ability to relate to a wide variety of constituents including elected officials, municipal, state, and federal bureaucracies, businesses, civic groups, donors, regulators, and other advocates, is required. Possessing superior political savvy, they will have experience maneuvering through complex political situations effectively, anticipating challenges and planning their approach accordingly.

A bachelor's degree is required, a master's degree is a plus. Affiliation with and leadership in local, state, or national professional associations and continuing education and professional development is a plus.

Compensation and Benefits

The target salary for this position is \$120,000 - \$140,000. Benefits include a robust health care package which include medical and dental benefits, paid time off for vacation, family care, mental and physical health, religious holidays, civic duties and bereavement, as well as the opportunity to participate in a retirement plan.

How to Apply

To apply, please submit a current resume and letter of introduction to Kittleman & Associates, LLC at <https://bit.ly/3HsX4ry> (click on the Apply button at the bottom of the page). For more information about Alternatives for the Older Adult, please visit alternativesforyou.org