



Position Profile

Chief Executive Officer

Technical Assistance Collaborative

Technical Assistance Collaborative, Inc. (TAC) seeks a mission-focused, strategic, and dynamic Chief Executive Officer with business development experience to lead the organization into the future, while maintaining TAC's commitment to improve lives through expertise related to housing and behavioral health. An in-office/Boston presence is preferred. TAC will consider remote/hybrid work arrangements for a successful applicant who is committed to some level of travel to the Boston office.

The Organization

TAC is a national nonprofit consulting organization based in Boston. Our mission is to help the nation's human services, health care, homelessness, and affordable housing systems implement policies and practices that empower people to live healthy, independent lives in the communities they choose. To do this, we advance proven solutions to the housing and community support service needs of low-income people who are experiencing or at risk of homelessness. Since 1992, TAC's experienced staff have provided policy leadership, technical assistance, and expert consultation to federal, state, and local government agencies, policymakers, advocates, foundations, and service providers in the homelessness, affordable housing, health care, and behavioral health sectors.

TAC is a recognized thought leader in defining and supporting new and improved policies and system changes that result in more effective programs while also improving individual agencies' performance and opportunities. TAC's services range in size, complexity, and duration, from one-time short contracts with a local organization or smaller local government agency, to multi-year relationships and contracts with local, state, and federal departments. TAC maintains two unique and widely known interactive databases that compile key information from public federal sources: the Database of Housing Choice Vouchers for People with Disabilities, and Priced Out Where You Live, which compiles key indicators of local housing affordability for people with disabilities.

People and Operations

TAC is consistently lauded for our subject matter expertise, demonstrated ability to navigate challenging and complex situations, and flexibility in providing the best solutions for clients. TAC's collaborative consulting model employs multi-disciplinary teams that combine public and nonprofit sector experience, led by nationally recognized experts. TAC has a commitment to providing strategies tailored to the individual needs of clients. Our staff members' subject matter expertise, hands-on approach, and lived experience make TAC exceptionally adept at implementing programs and strategies. TAC currently works in more than 10 states in the Northeast, South, Midwest, and West. TAC's 45 staff members bring both lived and professional experience in the systems we work to transform. TAC is recognized for our excellent, flexible, and unique work environment, with both the organization and our employees emphasizing respect, humanity, equity, and a commitment to TAC's mission.

TAC's \$17 million annual revenue is generated primarily by consulting and contract work. Our contracts range in size from \$2,500 to \$3,000,000 and run in duration from single-day events to multi-year engagements.

TAC is governed by a six-member Board of Directors whose members are experts in TAC's lines of business.

The CEO Position

Reporting to the Board of Directors, TAC's ideal CEO will be a strong leader who combines sophisticated business understanding; subject matter expertise in at least one of TAC's lines of business; and an unwavering commitment to TAC's values and mission to empower and improve the lives of people in the communities TAC serves. The duties and responsibilities of the CEO include but are not limited to:

External Leadership

- Develop a multi-year strategic vision and sustainable business model and plan that builds on TAC's strengths and client base, takes into account the current economic and political environment, and reflects TAC's values
- Establish external collaborations and strategic partnerships to increase TAC's impact and improve TAC's cost effectiveness
- Elevate TAC's brand and identity
- Serve as a recognized thought leader in at least one of the sectors TAC serves (housing and human services, behavioral health, social determinants of health, homelessness)
- Nurture and expand a strong national network in TAC's areas of expertise
- Build and maintain relationships with clients, funders, partners, subcontractors, TAC's Board of Directors, and other key stakeholders

Business Development and Fundraising

- Strategically and enthusiastically lead TAC's business development and business retention efforts
- Lead the development of a comprehensive communication and marketing strategy that continues to build and develop TAC's brand
- Build and strengthen the capacity of other members of the TAC team related to business development and relationship management
- Assess TAC work products and ensure their continued competitive advantage while staying informed about competitors' business models, approaches, and services
- Ensure that TAC has the technology, performance management and financial systems, and personnel capacity to nimbly support our work in an increasingly competitive business development environment
- Understand, analyze, and mitigate TAC's business development and retention risks and share this information with the TAC Board and staff, as appropriate
- Cultivate and steward philanthropic relationships to support TAC's mission, thought leadership, and policy efforts

Management

- Maintain and foster a performance-focused, supportive, mission-oriented, and transparent culture across TAC
- Provide leadership and supervision to senior leadership to encourage professional development
- Ensure that user-friendly technology, financial management, and project management systems are in place to support clients and staff
- Support and maintain TAC's adaptable, individualized and flexible culture with clients and employees
- Strengthen the organization's leadership development and human resource systems for individual development, including performance planning, training, recognition, rewards, and career growth

- Attract, hire, supervise, and retain a well-qualified and capable team
- Ensure a firm organizational commitment to embracing all humanity and advancing social justice internally and in TAC's services

Experience, Values, and Personal Characteristics

The ideal TAC CEO will have the following skills and experiences:

- Experienced and strategic executive leader with substantial background in housing and human services, behavioral health, and/or homelessness support
- Mission-driven leader who leads with integrity and empathy and a commitment to policies and programs that empower people and communities
- Experience with and comfort leading in an economic and political ecosystem that is constantly changing
- Ability to find common ground, while holding firm to TAC's core values
- Capacity to execute successful business development efforts and ensure the delivery of quality services to clients
- Collaborative mindset that seeks input for decision-making and is also decisive and able to effectively manage conflict
- Experience and comfort working with a broad range of personalities, cultures, communities, non-profit organizations, and government agencies
- Excellent and savvy written and oral communicator
- Strong financial management skills and comprehension
- Experience in a consulting or billing environment preferred
- Ability to support and maintain a client-focused culture that embraces flexible approaches
- Minimum of 7 years of senior managerial and 10 years of relevant professional experience in one of TAC's areas of expertise: housing and human services, homelessness or behavioral health
- Travel is an essential function of the job and is anticipated to occur a minimum of 25% of the time (if based in Boston), and more if fully remote
- Ability to build a strong organizational culture for remote and Boston-based employees

Salary and Benefits

The salary range for this position is \$240K to \$300K annually (subject to withholdings and deductions). TAC will tailor an actual offer based on the selected candidate's experience, industry knowledge, skills, and other factors that may prove relevant during the interview process. TAC offers a benefits package that currently includes, but is not limited to: health insurance (currently 80% of premiums), a flexible spending plan, vacation, holidays, sick and paid leave, and a 403(b) plan.

Application Process

TAC is an Equal Opportunity Employer. TAC seeks applicants who can bring a variety of experiences, perspectives, and backgrounds to the team. TAC provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, political affiliation, marital status, age, sexual orientation, gender identity, pregnancy, or any other characteristic protected by law.



To apply, email resume and cover letter to CEO@TACinc.org For other inquiries, or to nominate a candidate, contact one of TAC's search consultants: Peggy Sand with Creative Consultants at Peggysand@gmail.com or Jill Fioravanti with ConCura Coaching, Facilitation and Consulting at Jillbfioravanti@gmail.com. No other application materials will be reviewed at this time. Resume review begins immediately.