



EXECUTIVE SEARCH OPPORTUNITY PROFILE

For the position of:

Executive Director
Wellspring Community
Castle Rock, Colorado

April 2018



executive
search &
recruitment

ADVANCING NONPROFITS



SUMMARY OF THE OPPORTUNITY

This is an exciting opportunity to lead a premier provider of programs and services for those individuals with developmental disabilities in the Castle Rock, Colorado region. Wellspring Community seeks its next Executive Director who will provide dynamic, visionary leadership and guide the organization as it continues to expand in reach and impact.

THE ORGANIZATION

WELLSPRING COMMUNITY BEGINNINGS

There were few programs and services for individuals with developmental disabilities in the Castle Rock, Colorado area in the early 2000's. In the search for ways to enrich her daughter's life, one mother provided the opportunity for four young women with special needs to bake cookies in her home. As this effort expanded, other individuals joined and additional facilities to bake were obtained. They began to sell their cookies at local churches and Wellspring Community was launched with its first business enterprise, Best Buddies Bakery. From this beginning, Wellspring Community has grown to provide over 25 programs and services to enrich these individuals, enabling them to live their lives to the fullest extent possible.

Since 2008, Wellspring Community has served as the premier provider of programs for individuals with developmental disabilities in the Castle Rock area. Over the past 10 years, they have enjoyed opportunities for expansion to meet the ever growing needs through strong leadership, a dedicated and experienced staff, and community involvement. They have taken advantage of these opportunities and continued to position the organization to serve this community today and into the future.

WELLSPRING COMMUNITY TODAY

Today, Wellspring operates as a 501c3 non-profit serving individuals and families in a five county area around Castle Rock, Colorado, a suburb of Denver, providing a God-centered, nurturing environment to enrich the lives of those they serve.. Currently they provide programs and services for approximately 75 individuals (referred to as Stars) through a well-trained, committed staff of 30 out of facilities shared with Castle Rock Covenant Church providing offices, classrooms, and a 900 square foot commercial bakery. A broad range of programs and two business empowerment ventures are provided to include:

- **Enrichment Programs**-These programs offer a wide variety of educational and enrichment classes such as dance, art, sign language, social skills, math and drama among others.

Education is at the heart of Wellspring to enable the Stars to learn new skills and develop their lives to the fullest extent possible.

- **Best Buddies Bakery/Buddies Bakery & Café**–Through these two modified business ventures, Wellspring offers Stars an opportunity to learn kitchen safety and all aspects of baking, packaging, and sales of a wholesale bakery. In addition, Best Buddies Bakery & Café, open to the general public daily for lunch, provides an opportunity for Stars to work alongside trained restaurant staff and volunteers in hosting, serving, and bussing responsibilities.
- **Wellspring Workshops**–Stars learn and master woodworking, ceramics, and assembly skills creating products for sale.
- **Club 21**–Wellspring’s social and recreational club for adults with special needs provides an opportunity for them to socialize with their peers in a safe, secured setting.
- **The Wellspring Wonders Choir**–Stars learn voice, breathing, and rhythm exercises under the instruction of a professionally trained vocal coach, piano accompanist, and experienced choir assistants.

Wellspring enjoys an active, positive relationship with the Castle Rock community and is viewed as a valuable resource and partner. Success has been found in the passion for those being served and the commitment to providing impactful, high quality opportunities for Stars today and into the future. This commitment is embedded in their work today as well as the vision for tomorrow which includes increasing capacity to provide opportunities to a larger number of potential Stars through expanding programs, facilities, and developing a residential program.

THE OPPORTUNITY

Wellspring Mission

To provide a work, enrichment, and educational community where adults with special needs are empowered to live, full productive and satisfying lives in a God-centered and nurturing environment.

Since its beginnings in 2008, Wellspring Communities has been led by its able founder, Mary Lou Fenton. Ms. Fenton has provided strong leadership and created a sound foundation for Wellspring, positioning it for future growth. Her passion for this work has and continues to inspire and motivate Stars, parents, staff, and the greater Castle Rock community. Although she has stepped down from her responsibilities as Executive Director, she will continue to be an active, valuable asset to Wellspring going forward. As a result, the Board of Directors is seeking Wellspring’s next Executive Director.

The organization has grown far beyond its original scope and reach. Today, Wellspring is recognized as a leader in the Castle Rock area and while its impact has been significant, needs of these individuals exceeds capacity to



provide for them and there is much to be done. Wellspring is financially sound and poised to meet these current and growing needs. Through expanding relationships with current partners as well as new developing partnerships, Wellspring intends to continue to expand its efforts for greater and sustained impact.

As the Board of Directors and management team take steps to support the Wellspring strategic plan for growth and impact, there is a recognized need to recruit an Executive Director who will provide strategic leadership to position Wellspring to effectively build on its past successes while moving the organization forward. The new Executive Director will bring fresh insight and a strategic view to enable Wellspring to continue its history of impactful, lasting service to adults with special needs.

ROLE & CANDIDATE PROFILE

The incoming Executive Director will be a dynamic leader and strong communicator with proven success in leading organizations with similar missional alignment. He/She will be an innovator, with the ability to define, implement and execute a strategic vision reflecting the goals of the organization. In addition, the incoming Executive Director will ensure the organization is structured appropriately with a talented team in place, following best practices in all areas to include administrative leadership, strategy/program development, and organizational and financial management. Further the new Executive Director will work closely with the Board to develop a comprehensive, sustainable resource funding model that supports current and future needs by identifying and cultivating current and potential partners, donors, and stakeholders to expand funding resources.

The Executive Director will be thoroughly committed to Wellspring's mission and passionate about helping people. He/She will have a personal faith centered on Jesus Christ and support the mission and core values of Wellspring. All candidates will have proven leadership, resource development and relationship management experience. The successful candidate will provide strong leadership to drive the organization forward, growing it in terms of impact and financial resources, while possessing the ability to relate to and develop relationships with Staff, the BOD, individuals and families served, and a diverse group of other stakeholders and partners. Minimum qualifications and competencies include:



QUALIFICATIONS

- Education/Experience: University degree in Education, Special Education, Social Work, Business Administration or related field with minimum of 5 years of experience in a senior level management role ideally in a non-profit.
- Strong administrative, operational, and people management skills at all levels within the organization.
- Knowledge and experience working with organizations who serve individuals with developmental disabilities and a passion for this work.
- Knowledge and experience in building a diversified, sustainable funding base.

- Excellent written and verbal communications skills with the ability to communicate effectively at all levels within the organization as well as with external constituencies, stakeholders, and donors.

COMPETANCIES

- Knowledge of the principles of non-profit administration and leadership
- Knowledge and understanding of persons with developmental disabilities
- Knowledge, skill and ability with non-profit operations, finance, business development and fundraising
- Knowledge, skill and ability to develop, manage and execute an organization wide budget with fiscal responsibility
- Must possess dynamic interpersonal and leadership abilities
- Must possess ability to think and operate strategically
- Ability to promote fund development and solicit fiscal, operational and program resources from the community
- Provide forward and creative thinking in positioning the organization for long term success
- Ability to maintain confidentiality on issues concerning staff, individuals served and agency concerns.

In short, the next Executive Director will be a talented manager and leader whose approach is strategic, collaborative, and characterized by the ability to inspire, motivate, and empower others to achieve the goals of Wellspring Community. While providing clear direction for the organization, this individual will possess highly developed communications skills, be creative, curious, and possess a high emotional intelligence enabling her/him to direct the organization in a manner that identifies and activates opportunities available. While possessing the skill to lead strategic planning and resource development initiatives, the Executive Director will be an executor with the ability to drive change in a positive, productive manner and to focus limited resources in areas that best enable efficient achievement of the mission.

COMPENSATION

The compensation package is highly competitive with comparable opportunities. Wellspring Community is committed to attracting and retaining talented leadership and staff.

LOCATION

The Executive Director's office is located in Castle Rock, Colorado and the incoming Executive Director will be expected to occupy that office.

THE SEARCH AND SELECTION PROCESS

[DB&A Executive Search and Recruitment](#) has been retained by Wellspring Community to conduct this search for their next Executive Director. Candidates will be identified through a number of sources and DB&A consultants will review and evaluate all interested parties in the process of determining a final group for consideration. The search will be coordinated by Wellspring Board of Directors and the final candidate selection will be made by a search committee consisting of Wellspring leadership.

The search will be conducted in a professional, consistent manner with a commitment to all potential candidates being afforded the same considerations by the search firm and the Client. All

reasonable efforts will be made to protect the confidentiality of candidates.

Additional information on the search process may be obtained through Ron Infinger, Vice President, DB&A Executive Search, or by visiting <http://www.DBA-Search.com> and clicking on the “Opportunities” page for position information and to submit an application online.

For further information on this search, please contact:



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WELLSPRING MISSION & CORE VALUES

Mission

To provide a work, enrichment and educational community where adults with special needs are empowered to live full, productive and satisfying lives in a God-centered and nurturing environment.

Dignity

As children of God, created in His image, we believe that each person is endowed with inherent worth, value and divine purpose. Therefore, we believe we have a moral duty to preserve and defend one another's dignity throughout life.

Integrity

We believe Integrity is being honest and consistent in what we think, say and do. It is reflected in our lives by being truthful, sincere, trustworthy, fair and faithful. Our integrity is evident by what we do, how we do it, and the results we produce.

Service

We believe that just as God served us through the sacrificial life of His Son, Jesus Christ, we, too, are called to serve those around us. In so doing we enjoy the privilege of being a conduit of God's love to others.

Grace

We believe Grace is the unmerited blessing and favor that God offers to His children. Grace enables us to live in harmony with one another through acts of love, kindness, goodness, forgiveness and mercy.

Respect

We believe Respect is the act of honoring and appreciating others and treating them with consideration. Our respect for one another fosters a general sense of trustworthiness and security which empowers everyone to be their best and creates a pleasant atmosphere.

Good Stewardship

We believe that everything we have is given to us by God including our talents, skills and all of our resources, therefore, we are to steward them responsibly. We believe that good stewardship inspires personal responsibility which promotes industriousness within our organization and credibility in the larger community.



WELLSPRING
community