



Position Fact Sheet

**Director of Policy**

**The Child Abuse Prevention Center  
The California Family Resource Association  
Prevent Child Abuse California**

Sacramento, CA  
September 7, 2021



**Celebrating over 42 years of excellence; 1979 – 2021**

This Position Fact Sheet is intended to provide information about The Child Abuse Prevention Center and the position of Associate Director. It is designed to assist qualified individuals in assessing their interest.



## POSITION SUMMARY

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Our client, the Child Abuse Prevention Center (CAP Center), is seeking a dynamic individual to serve as the Director of Policy for Prevent Child Abuse California (PCACA) and the California Family Resource Association (CFRA). This individual will be responsible for policy (legislative activities and advocacy for the CAP Center) and for CFRA's membership (leadership, operations, oversight, effectiveness, and sustainability).

The Director of Policy is the chief policy leader for the organization, working directly with the legislature, the executive branch, Family Resource Center partners, and advocacy collaborations. The Director is responsible for developing a policy platform, initiating legislation, strategic partnerships, and budget proposals. This position is also responsible for CFRA's membership (including internal and external communications, identifying emerging needs and opportunities for the association and its members, and ensuring member satisfaction, retention, and growth).

The Director of Policy works directly with Board of Directors' Policy Committee. The Director supervises the CFRA Project Manager and the Communications Specialist. The Director of Policy reports directly to the CEO. The CFRA Project Manager and the Outreach and Communications Coordinator report directly to the Director of Policy.

## ORGANIZATIONAL OVERVIEW

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**CFRA's Vision:** *A strong, cohesive network that promotes the success and well-being of families in all California communities.*

**CFRA's Mission:**

- *Connect family resource centers and allied organizations, networks, and community leaders in a member-driven, statewide network.*
- *Convene family-strengthening leaders for networking and working toward a shared vision.*
- *Communicate the value of family resource centers, networks, and programs and policies that strengthen families to policymakers and to the state.*

The **California Family Resource Association** ([californiafamilyresource.org](http://californiafamilyresource.org)) is a statewide membership association representing the 500 Family Resource Centers, Family Strengthening Networks, and other member organizations throughout California. CFRA is



managed and supported as a program of the Child Abuse Prevention Center. The CFRA works collaboratively with its membership to move children and families to the forefront of policymaking in California.

The **Child Abuse Prevention Center (CAP Center)** is a statewide training, education research, and resource center dedicated to strengthening children, families, and communities. The CAP Center ([thecapcenter.org](http://thecapcenter.org)) was founded in 1977 and began as one small organization local to Sacramento County. Since then, it has adopted multiple agencies, evolving into a unique blend of agencies, each taking a separate approach to child abuse prevention locally and statewide. The CAP Center prevents child abuse and neglect through four core strategies: Advocacy, Education, Health, and Safety.

**Prevent Child Abuse (PCA) California** is the state agency of the national **Prevent Child Abuse America** ([preventchildabuse.org](http://preventchildabuse.org)). It operates statewide, providing home visitation, parenting education, and other prevention services directly to children and families throughout the state.

## **EXPECTED OUTCOMES FOR THE DIRECTOR OF POLICY'S FIRST YEAR**

It is expected that the Director will achieve the following by the end of the first year (in implementation order):

- Within the first 30 days...
  - will have met with staff and, with supervisor's consultation, prioritized major stakeholders and begun building relationships and an understanding of communication needs.
  - will have developed a clear understanding of the position's priorities and laid out a 90-day plan.
- Within the first year...
  - will be effectively coordinating and conducting legislative visits and supporting Family Resource Centers to participate in visits and otherwise engage their legislators.
  - will have established a calendar of network convenings.
  - will have added 50 new members.



- At the end of the first year...
  - will be seen as an effective advocate for CFRA and a valued member of the team and of the CAP Center Management Team.

## **EXPERIENCE, COMPETENCIES, EDUCATION, AND CULTURE NEEDED TO SUCCESSFULLY ACHIEVE THE EXPECTED OUTCOMES (in preferential order)**

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### **Professional Experience**

- Policy advocacy, legislative affairs or policy experience, preferably in human services and in California
- Experience in health and human services, social services, public health, or related consumer-focused field
- Experience in a membership-based organization a plus

### **Competencies**

- Strong verbal skills and articulate communication skills
- Track record of building collaborative and effective business relationships
- Solid writing skills

### **Education/Credentials**

- Degree or experience in social work, public health, health and human services, or social services preferred

### **Culture: Values, Work Style, Personal Traits, Attributes, Characteristics**

- Values-driven (strong families, strong communities)
- Staff and family-oriented
- Statewide reach



## THE COMMUNITY

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This position is located in Sacramento, the capital of California and the county seat of Sacramento County. Sacramento is located at the confluence of the Sacramento and American Rivers and is connected to the San Francisco Bay by a channel through the Sacramento River Delta. The Mediterranean climate is characterized by damp, mild winters and hot, dry summers. Sacramento is a place where different interests, tastes and lifestyles abound, with something to accommodate all.

The city of Sacramento is the cultural and economic center of the Sacramento metropolitan area, the fourth largest city in California and the 25th largest in the U.S. Local universities include California State University, the University of the Pacific's McGeorge School of Law, and the University of California, in nearby Davis. The UC Davis Medical Center, a world-renowned research hospital, is one of 19 hospitals in the Sacramento region.

The Sacramento region is experiencing a profound shift in its competitive position, in large part due to an influx of entrepreneurs, businesses, creative professionals, and remote workers looking to escape costly urban living. The Greater Sacramento Area is a top employer in life sciences and health services. As part of the agriculturally rich Central Valley, Sacramento is at the forefront of agritech innovation and is considered America's Farm-to-Fork capital.

Sacramento is also home to the NBA Sacramento Kings, the Sacramento River Cats (the San Francisco Giant's AAA baseball team), and the Sacramento Republic FC, a USL Professional soccer team. The Golden 1 Center, a high-tech basketball and entertainment arena and the home of the Kings, opened in 2016, starting a downtown renaissance.

The Crocker Art Museum is one of the leading art museums in California. Plans are underway for the development of an adjacent park into a public, art-focused gathering place. The Sacramento metropolitan area boasts more than 200 parks, four public golf courses, and is known for outdoor recreation including hiking, skiing, canoeing, kayaking, running, and biking.

The world-renowned Napa Valley is an hour's drive away. San Francisco, Lake Tahoe, and more than a dozen ski resorts are less than a two-hour drive from Sacramento. Sacramento International Airport handles non-stop flights to and from approximately thirty U.S. destinations (including Hawaii), as well as Canada and Mexico.



## **COMPENSATION AND INTERVIEW PROCESS**

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The competitive compensation package includes a salary of \$125,000. The position is also eligible for employer-paid health insurance and a 401(k) retirement plan.

Pre-screened, selected candidates will be invited for an initial interview in Sacramento, CA, with the Search Committee, on Thursday, October 21, 2021, with second interviews the following morning.

## **PROCEDURE FOR CANDIDACY**

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For confidential consideration, at your earliest convenience and no later than close of business on October 4, 2021, please email your chronological resume (to include description and size of current/prior organizations and responsibilities) and compensation expectations to:

**CAPCenter@wilcoxcareer.com**

We strongly encourage and welcome applications from all qualified persons regardless of their race, sex, gender identity and expression, disability, religion/belief, sexual orientation, or age.

Thank you for your interest.

## **WILCOX MILLER & NELSON CONTACT**

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Ms. Tiffany Frisa, Client Services Associate  
[tfrisa@wilcoxcareer.com](mailto:tfrisa@wilcoxcareer.com)



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