Boston Chinatown Neighborhood Center (BCNC)  
Creating Pathways to Brighter Futures

Position Announcement  
Chief Executive Officer

For the past 50 years, Boston Chinatown Neighborhood Center (BCNC) has been a vital presence in Greater Boston and beyond that provides a broad range of innovative and family centered programs and services to the Asian and new immigrant population. BCNC is seeking a new Chief Executive Officer (CEO) to take this successful organization to its next level.

The Organization

BCNC empowers Asians and new immigrants to build healthy families, achieve greater economic success, and contribute to thriving communities by providing a broad range of innovative and family-centered programs and services to more than 13,000 children, youth, and adults every year. The mission of BCNC is to ensure that the children, youth, and families it serves have the resources and supports they need to achieve greater economic success and social well-being.

BCNC believes that families have enormous potential to thrive and that when immigrants are able to participate fully in society and create their own success stories, all of society benefits. BCNC’s vision is that:

- Families and individuals are self-sufficient;
- Families are strong, healthy, and safe;
- Children have opportunities for school success; and
- Neighborhoods are strong and cohesive.

BCNC programs include:

- Child Care and Enrichment – nationally accredited dual-language early education and care, culturally competent after-school and summer programs, and recreation and fitness through a partnership with the Boston Center for Youth and Families.
- Education and Workforce Initiatives – English language classes and workforce development programs for adults and leadership, college access, and employment programs for youth.
- Family and Community Engagement – parent education and training, counseling, advocacy and referrals for Chinese speaking immigrants as well as arts, culture, and education programs and services through the Pao Arts Center.

BCNC has experienced great growth in recent years including the opening of the Pao Arts Center, expanding programs, and opening a new site in Quincy. In addition, BCNC completed a $3.5 million campaign, and celebrated 50 years of success in 2019. Please learn more by visiting [www.bcnc.net](http://www.bcnc.net)
The Position

BCNC seeks to hire an enthusiastic, mission-driven professional to join this dynamic organization. An ideal candidate is one who is passionate about, and dedicated to, improving the lives of families in the community. BCNC embodies a respectful, collaborative, and supportive work environment, and seeks applicants who value a similar work culture.

The CEO will manage a not-for-profit with an annual budget of $6.5 million, approximately 100 employees, and four locations in Boston and Quincy. The CEO should have strong organizational, management, fundraising, and advocacy skills. The CEO must be able to relate to and collaborate with the Board of Directors, staff, participants, funders, community leaders and other major stakeholders.

The CEO must be knowledgeable of the needs of the Asian and new immigrant population and must have working experience in the not-for-profit sector.

Qualifications Needed

- Significant experience developing, leading, and effectively managing a comparable organization to achieve positive and measurable results
- Ability to build effective management systems across a spectrum of services and programs in multiple locations
- Record of effective fundraising, growing, and sustaining diverse private and public funding including individual donors and institutional funders
- Experience delivering direct services that are responsive to the needs of a culturally and economically diverse population
- The capacity to strengthen and develop programs that effectively respond to community needs
- Experience preparing and managing a budget of $3-7 million dollars and overseeing fiscal matters
- Experience working with an active and engaged Board of Directors and utilizing volunteers to augment staff
- Demonstrated record as an effective manager and team builder with experience promoting, hiring, and managing a talented and committed professional staff
- Ability to communicate effectively internally and externally to funders, media, elected officials, and other stakeholders
- Advanced degree in a related field is preferred and significant practical experience will be considered

Characteristics Desired

- Commitment to community-based model of services
- Listens well and is an effective team leader
- Creativity and ability to think outside the box
- Familiarity with Greater Boston funders and community groups
- Embraces community-articulated goals and helps translate them into concrete action
- Brings inspirational leadership and a passion for engaging in collaborative partnerships

To apply in confidence:
Please send a resume, and cover letter to Susan Barry at sbarry@egmontassociates.com