POSITION ANNOUNCEMENT

POSITION
President and Chief Executive Officer (CEO)

ORGANIZATION
The Blanton-Peale Institute and Counseling Center

DESCRIPTION
The Blanton-Peale Institute and Counseling Center, located in Manhattan, is seeking its next President and CEO. The successful candidate will be a person of vision who is capable of leading this pioneering Institute for spiritually-based mental health care and psychoanalytic training into an exciting future. Reporting to the Board of Directors, the President has overall responsibility for administration and advancement. Responsibilities include: working with the Board of Trustees to develop and implement a successful strategy for fund-raising and institutional advancement; communicating regularly with Board members, alumni/ae, supporters, and other constituencies; overseeing the operation of the licensed mental health clinic that is part of the Institute; and overseeing all educational programs, including the New York State licensure qualifying psychoanalytic training program. S/he will also have a deep appreciation for the history of the Blanton-Peale Institute, and especially the heritage of its co-founder, Dr. Norman Vincent Peale, in whose honor the Institute gives the Norman Vincent Peale Award for Positive Thinking at its annual spring Gala. Interested candidates are encouraged to send a cover letter and resume electronically to search@blantonpeale.org

Deadline for applications is February 15, 2015. The Search Committee will begin reviewing applications immediately and expects to fill the position by July 1, 2015.

INSTITUTE BACKGROUND
The Blanton-Peale Institute and Counseling Center is an accredited post-graduate educational institute and mental health service organization. The Institute was established to bring together the insights of psychology and psychiatry and the wisdom of the great spiritual traditions to address the spiritual and psychological problems of contemporary life. To this end the Institute offers both licensure and non-licensure qualifying training programs that incorporate a lively dialogue between psychology and spirituality in a manner that is non-sectarian and open to multiple faith traditions. The Institute also operates a fully NY State licensed mental health clinic in mid-town Manhattan.
ADDRESS  
Blanton-Peale Institute and Counseling Center  
7 West 30th Street, 9th Floor  
New York, NY 10001  
(212) 725-7850  
www.blantonpeale.org

REPORTING RELATIONSHIP  
Reports to the Institute’s Board of Directors

GENERAL EXPECTATIONS  
The President is responsible for providing vision and leadership to guide the future of this pioneering Institute for spiritually-based mental health care and psychoanalytic training. The president, working with the Board of Directors, is responsible for:

- Leading the organization into its new future with strategic vision
- Developing and implementing a successful fund-raising and institutional advancement strategy
- Communicating regularly with the Board members, alumni/ae, and other constituencies
- Overseeing the operation of the Institute’s licensed mental health clinic
- Overseeing all education programs, including the New York State licensure qualifying psychoanalytic training program
- Managing an annual fund-raising celebration which recognizes and honors recipients of the Norman Vincent Peale Award for Positive Thinking

QUALIFICATIONS  
The President should have proven leadership and relationship management experience, preferably in a non-profit setting. In addition the President should have:

- An advanced degree (master or doctorate) in either religion/theology or mental health. Additional education in an administrative discipline is desirable.
- A commitment to the integration of spirituality and mental health
- Demonstrated ability to develop a vision and operational strategies leading an organization to and through its next stages of strategic growth and sustainability
- Ability to work with a Board of Directors, cultivating Board relationships, and guiding Board commitment and development
- Demonstrated success in marketing, public relations, and fundraising with a broad and diverse range of stakeholders and cultures
- Strong written and verbal communications skills
- Strong interpersonal skills, with an ability to work effectively in collaboration with a diverse group of people
- Excellence in organizational management with the ability to coach staff, develop and guide high-performing teams, and develop and manage an organizational budget

**RESPONSIBILITIES**

**Board of Directors**
- Develop and support an effective Board of Directors
- Serve as an ex-officio member of all Board committees
- Seek and build Board member involvement in setting Institute strategic direction and fund-raising

**Institute Programs**
- Assure that all programs are in accord with all relevant accreditation and New York state regulations
- Monitor program quality and effectiveness
- Guide development of new programs, consistent with substantiated markets and participation and budget projections

**Institute Operations and Staff**
- Provide oversight of all Institute policies and operations and assure that they are appropriately aligned with respect to Institute size and programs
- Develop and implement an annual budget
- Maintain regular communications with the Controller regarding budget operations and audits
- Recruit, hire, develop, and retain a high-performance leadership team
- Oversee office operations and delegate responsibilities as appropriate

**Planning and New Business**
- Design and implement the strategic business planning process for program expansion into new markets
- Build partnerships in new markets, establishing relationships with the funders and political and community leaders at each expansion site
- Develop an external presence, locally and nationally, that enhances recognition of Institute successes and promotes expansion and replication of Institute programs

- **Fund-raising and Communications:**
  - Expand local revenue generating and fund-raising activities to support existing program operations and regional expansion while simultaneously retiring building debt
  - Deepen and refine all aspects of communications, from web presence to external relations, with the goal of creating a stronger brand

  Expand external visibility and relationships to garner new opportunities and resources

**COMPENSATION**

Competitive compensation and benefits.

**HOW TO APPLY**

Send a cover letter and resume electronically to:

search@blantonpeale.org

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