



Director, Prevention Education Programs Position Specification





Director, Prevention Education Program

Reporting To	Chief Executive Officer
Direct Reports	Senior Learning Experience Manager, Florida Outreach Manager, Customer Service Manager
Location	Remote from headquarters in Jacksonville, FL

Background

Mission & Impact

The Monique Burr Foundation for Children (MBF) is a nonprofit organization dedicated to protecting children by providing the best comprehensive, evidence-based prevention education programs to grades Pre-K - 12). MBF Prevention Education Programs are comprehensive, evidence-based/evidence-informed, primary prevention programs based on polyvictimization research that educate and empower children, youth, and all relevant adults with information and strategies to prevent, recognize, and respond appropriately to child abuse (physical, emotional, sexual, and neglect), exploitation/trafficking, bullying, cyberbullying, and digital dangers. MBF programs are built on two foundational elements, the MBF 5 Safety Rules© and Safe Adults. MBF programs are developmentally appropriate and fun for kids while providing them with the language and understanding around how to keep themselves safe.

Today, MBF is a \$3M nonprofit and leader in prevention education with programs serving 2 million students each year - and since inception its programs have served 11 million youth globally. MBF reaches youth in 39 states, Washington D.C., and six other countries including Bermuda, Cayman Islands, New Guinea, Czech Republic, South Korea and Canada. Over the last five years MBF has reached 660,000 students on average across Florida alone and has provided prevention education curricula to over 10,000 schools, child advocacy centers, and other youth-serving organizations.



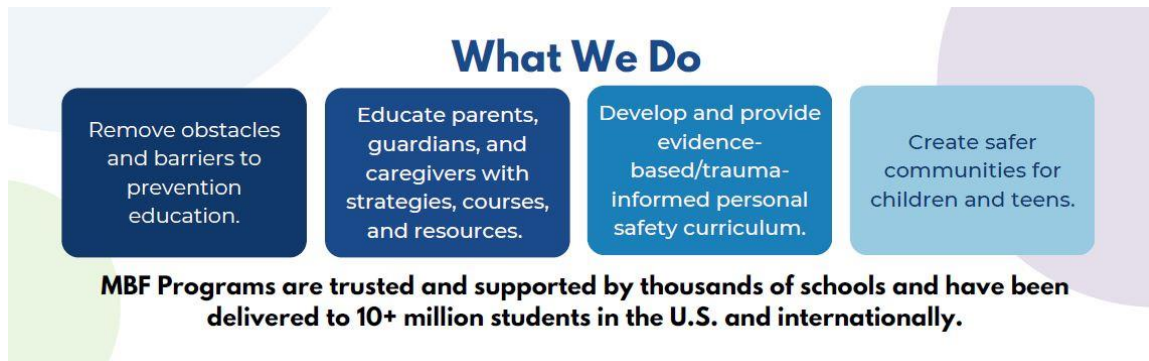
**1 out of 3 girls &
1 out of 5 boys**
will be sexually abused before
they reach age 18

**90% of child sexual abuse victims
know the perpetrator**



History of the Monique Burr Foundation

MBF was started by Edward E. Burr in 1997 on the one-year anniversary of the death of Monique Burr, his late wife, to continue her legacy of child protection and child advocacy. The organization's strategies have evolved, but its core mission has remained the same - to protect children by providing the best comprehensive, evidence-based prevention education programs.



Recent Highlights

In 2022, MBF recruited Tanya Ramos Puig to serve as MBF's Chief Executive Officer. Tanya brought to the organization three decades of leadership in the nonprofit space where she has been well known for her changemaking and youth advocacy. In the last year, she has brought renewed energy and focus to MBF. She has also increased the organization's fundraising and network of supporters, securing a significant partnership with Goya Foods, the largest Hispanic owned food company in the US. Additional highlights include:

- Developing and launching prevention programs for children in Pre-K years.
- Securing first-ever multi year grants from the Ray & Kay Eckstein Foundation and Goya Foods.
- Piloting the [Inclusive Child Abuse and Victimization Prevention Education](#) project for children with special needs.

MBF Partners



You may learn more about MBF's [programs](#) and related offerings online, including their, [Bullying Prevention Month Toolkit](#) and lesson plans, [Resources for Parents](#) and free [Webinars](#).



The Role

Scope and Responsibilities

MBF is at an inflection point. With a foundation of successful programs, a growing community of supporters, and a strong Board and staff, the organization seeks to further strengthen its programs and scale impact. To advance this effort, MBF seeks a Director, Prevention Education Programs.

MBF seeks an experienced programmatic leader with a deep understanding of evidence-based programs for youth and the prevention field, as well as the ability to motivate and develop staff, guide the continued improvement of program delivery and content, and represent MBF to external audiences.



The Director will be a senior leader within the organization, working to advance the development, implementation, and evaluation of MBF curriculum and education services. This position will report to and work in close collaboration with MBF's dynamic CEO and manage a team of prevention education professionals.

Specific Responsibilities

- Working in partnership with MBF's CEO and staff, develop and implement an annual strategy; serve as an internal leader to implement this strategy and build towards impactful and measurable results.
- Serve as a Subject Matter Expert on Child Abuse and Victimization Prevention.
- Provide thought leadership and support to the management team.
- Proactively support team members, including in-person mentoring, to set and reach ambitious individual and programmatic goals.
- Lead expansion of the team, hiring and promoting team members as the program expands globally.
- Manage the Prevention Education Department to reach more children and adults through effective prevention education in Florida, nationally, and globally.
- Support innovation with insights from stakeholders, researchers and staff.
- Work in partnership with the team to raise awareness of MBF programs nationally and globally.
- Identify and oversee metrics and data collection to measure impact and develop strategies and tactics to share findings.
- Build relationships with key stakeholders to support program expansion and improve program delivery.
- Develop and lead an advisory council of educators and specialists for continued improvement of MBF programs.
- Present MBF learnings and perspective at conferences and other events, seek new opportunities to introduce MBF to stakeholders and represent MBF externally.



- Oversee research and ongoing evaluation of MBF curriculum and ensure evidence-based status for their Teen Safety Matters Program
- Support a culture of continuous improvement and enhancement of MBF curriculum and program delivery.
- Ensure that programs reinforce MBF's commitment to diversity, equity, and inclusion.
- Contribute to the budget development and financial oversight of the programs.
- Work in collaboration with development staff on program funding requirements; provide input and support for grant submissions, and quarterly reports.
- Partner with Marketing Department to support external communications that seek to amplify and raise awareness for our Prevention Education Program.
- Oversee and support the development of new curricula and updates to existing curricula.
- Support strategic partnerships and serve as a liaison on various prevention education coalitions and or task forces.

Key Selection Criteria

- Advanced degree in related field of study. Professional certification preferred.
- Minimum 10+ years related work experience in child welfare, prevention education programming, and/or academia.
- Familiarity with research and evidence-based programs for young people; familiarity with prevention research a plus.
- Curriculum development and adaptation experience; experience scaling successful programs.
- Collaborative and results-oriented approach to setting and meeting organizational goals, advancing a mission and its work, and enhancing stakeholder involvement.
- Experience working successfully across teams to establish shared priorities and a clear vision for execution; an ability to be successful and thrive in an entrepreneurial structure.
- Excellent writing and communication skills in English. Fluency in a language other than English a plus.
- Some evening and/or weekend work; frequent travel required.

Personal / Professional Attributes

- Highly motivated, passionate, and creative team player with demonstrated commitment to the organization and ability to work in a collaborative, team environment.
- Proven leadership and teambuilding abilities, including ability to motivate, coach, and educate staff members and establish a culture of community.
- Vision and an ability to translate vision into a strategy; an ability to design and roll out implementation plans.
- Inspiring and engaging people leader and communicator, able to set a vision and gain followership.
- Ability to operate with a high-level of professionalism and personal responsibility.



- Self-starter who is forward-thinking, solutions oriented, able to generate ideas, and implement solutions to complex problems.
- Strong growth orientation; an ability to think strategically while also managing tactics and logistics.
- An ability to plan and execute projects, collaborating with and implementing deliverables across multiple teams, geographies, and time zones to meet ambitious goals.
- Excellent organizational and time management skills with ability to prioritize and effectively handle multiple priorities with tight deadlines.
- Tech savvy and an ability to utilize new systems.
- Strong relationship orientation.
- Curiosity and an interest in learning.
- A sense of accountability as well as a sense of humor.

Compensation

Comprehensive health and other benefits. Salary will be commensurate with experience and potential for impact.

Application Instructions

To apply, please submit a cover letter and resume to Emma Kemper at ekemper@dhrglobal.com.

Contact Information

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