



Chief Executive Officer (CEO) Reports To: Board of Directors

Classification: Exempt | Full-Time

Location: Bradenton, Florida

Mission of Solve Maternity Homes

Through God's love, Solve transforms the lives of pregnant women and teens in crisis offering housing, resources, and the hope of a brighter future for both mother and child.

Overview of Responsibilities

Solve Maternity Homes CEO is a strategic, visionary, and operationally minded leader responsible for overseeing all facets of the organization including staff leadership, program development, financial management, regulatory compliance, marketing, and community engagement. The CEO leverages the power of relationships and networks, and works across private, public, and corporate sectors to improve conditions in the community. The CEO possesses a high level of business and management skills and is effective at generating resources and financial support for Solve Maternity Homes. The CEO is dedicated to shared and measurable goals that advance equitable outcomes in the community by creating, resourcing, scaling, and leveraging strategies for broad investment and impact. The CEO leads with spiritual conviction, professional excellence, and a heart for Christ-centered service. The CEO is a steward of the brand and understands the role in growing and protecting the reputation of Solve Maternity Homes. The CEO is responsible for building trust in Solve's work and its relevance to stakeholders, while leveraging the breadth of Solve's community presence, relationships, and strategy.

Key Responsibilities / Essential Functions

1. Community Impact & Strategic Leadership

- Guide and implement the mission, vision, and values of Solve with passion and clarity.
- Partner with the Board of Directors to develop policies and programs and adapt long-term strategy.
- Strengthen organizational capacity to drive community outcomes through collaboration.
- Build and maintain relationships with local, regional, and national partners.



- Represent Solve with professionalism and conviction in public and private forums.

2. Resource Development & Fundraising

- Lead all fundraising initiatives including donor cultivation, retention, events, and campaigns.
- Grow Solve's base of financial support by building relationships with individuals, churches, foundations, and corporations.
- Oversee donor management systems (e.g., DonorPerfect®) and track giving trends.
- Lead grant research, writing, and reporting.

3. Financial Management & Compliance

- Oversee the development and administration of the annual budget.
- Ensure timely and accurate financial reporting to the Board and regulatory bodies.
- Monitor internal controls, audits, and overall fiscal health.
- Ensure compliance with DCF and other regulatory requirements.
- Steward funds and investments efficiently to honor donors and mission of Solve.
- Develops and tracks performance metrics, analyzes data, and reports on performance to ensure the organization is in-line with the mission and its strategic objectives and goals.

4. Organizational Management & Staff Leadership

- Hire, supervise, and develop staff to fulfill the mission and meet strategic objectives.
- Actively engage with the programs, intake, and client care coordination to ensure the model is working efficiently.
- Foster a culture of excellence, accountability, and spiritual care with the staff, volunteers and women in the Solve homes.
- Ensure HR practices, including training, recruitment, performance evaluation, and compliance are well defined and adhered to.
- Monitor and improve organizational policies, systems, and structures.

5. Advocacy, Communications, & External Relations

- Serve as an ambassador of Solve, clearly articulating its mission and impact.
 - Deepen community engagement and increase Solve's visibility.
 - Advocate for life-affirming policies and practices at the local and state level.
 - Manage media relations and storytelling strategies to elevate Solve's brand.
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Core Competencies

- **Visionary:** The CEO is the Chief Mission Officer who has a clear vision for the organization, confronts complex realities, and simultaneously maintains faith in a better future, providing purpose, direction, and motivation.
- **Organizational Leadership:** Demonstrates strategic leadership balanced with authenticity, respect, and trust-building within the organization, board, and stakeholder community. Inspires performance, growth, and alignment.
- **Confidentiality:** Ability to protect sensitive information, both in terms of adhering to legal and ethical guidelines, and in maintaining trust with individuals.
- **Influence in the Marketplace:** Possesses a growth mindset, builds and cultivates networks, and proactively increases visibility and impact by navigating the dynamics of local, regional, and national communities.
- **Grow Business and Revenue:** Brings strong business acumen and management skills, with a proven track record of generating and increasing financial support through diverse donor engagement.
- **Partnership Mindset and Network Oriented:** Embraces collaboration and values the power of networks, leveraging Solve's presence, assets, and relationships to provide leadership and expand impact.
- **Fundraising Acumen:** Builds meaningful relationships and grows revenue streams.
- **Financial Stewardship:** Manages budgets and resources with transparency and wisdom.
- **Spiritual Maturity:** Leads with humility, faith, and a Christ-centered heart.
- **Collaborative Engagement:** Mobilizes diverse stakeholders to serve a common mission.
- **Communication Excellence:** Listens actively and communicates clearly and compassionately.

Qualifications

Required:

- Bachelor's degree in Business, Nonprofit Management, Finance, or related field
- 10+ years of progressive leadership experience in nonprofit or mission-aligned organizations
- Demonstrated success in fundraising and financial management
- Proven ability to lead teams, programs, and systems with excellence



Preferred:

- Advanced degree (MBA, MPA, MSW, or equivalent)
- Knowledge of Florida DCF licensing and nonprofit compliance
- Experience with DonorPerfect® or similar CRM
- Non-Profit Experience

Additional Requirements:

- Personal commitment to Jesus Christ and pro-life values
- Valid Florida driver's license and reliable transportation
- Travel to Solve Homes
- Eligible to work in the United States
- Successfully pass a Level II background screening

**Solve Maternity Homes is:
A Drug Free Workplace
A Tobacco Free Environment
An Equal Opportunity Employer**

I have read and understand the expectation of duties for the Chief Executive Officer position and agree to adhere to all of Solve's policies and procedures and to act as a role model in adherence of such.

Printed Name: _____ **Date:** _____

Signature: _____

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.