ILLINOIS ASSOCIATION FOR
Infant Mental Health

Executive Director Position Profile

Organization Overview

The Illinois Association for Infant Mental Health (ILAIMH) is seeking its first Executive Director who will lead the strategic direction for ILAIMH's future, working in partnership with a seasoned Board of Directors and a supportive community of members and stakeholders to nurture strong relationships among infants, young children, and all the adults who care for them. The Executive Director will amplify the mission and have the opportunity to turn the organization's foundational momentum into long-term success.

With a passion for ILAIMH's critically important work, the Executive Director will build upon the legacy of ILAIMH, a well-respected, trusted provider and champion of infants, young children, and families. They will manage a budget of approximately $400,000, a staff of part-time employees and/or consultants, and an organization serving more than 300 members. The Executive Director reports directly to the Board of Directors, a dynamic group of strategic, highly engaged community, private, and public sector leaders.

About ILAIMH

Established in 1981, ILAIMH is a community-based, non-profit 501(c)(3) organization that supports reflective, relationship-based, equitable, and evidence-based practices that strengthen professionals' capacities to support and promote infant and early childhood mental health (I/ECMH). Our diverse membership includes educators, social workers, psychologists, medical professionals, child development experts, policymakers, therapists, and others committed to making a difference for Illinois' youngest children.

ILAIMH offers professional development through its flagship annual conference each fall and engaging seminar series throughout winter and spring, providing cutting-edge insights and practical tools for multidisciplinary professionals. Additionally, ILAIMH provides opportunities to participate in meaningful advocacy efforts that have transformed care for young children in the state, and fosters a supportive community dedicated to advancing infant mental health through shared knowledge and collective action. ILAIMH collaborates with a global network of infant/early childhood associations committed to educating, elevating, and engaging the cross-sector of the I/ECMH workforce.

ILAIMH works closely with government, private, and public organizations locally and statewide to coordinate programs and design new initiatives to advance our mission. ILAIMH has diverse funding sources including fee for service, public and private grants, and growing philanthropic support.

Position Summary

The Executive Director is responsible for advancing the organization's mission by developing strategic partnerships, overseeing administration of equity-driven workforce development and professional educational programs, and building upon the strategic priorities set by the board in 2025. They will ensure financial sustainability through grants acquisition, direct fundraising, marketing, and community outreach and manage the organization's resources.

The Executive Director will guide the growth of the organization by strengthening relationships throughout the community and with ILAIMH's members and partners. While this position is initially and primarily grant-funded, a core expectation is for the Executive Director to drive ongoing revenue growth and resource development to ensure the long-term sustainability and future expansion of the role. This is a full-time remote position and candidates must be Illinois residents. Regular in-person work, events, and travel is required throughout the state of Illinois, including some frequency in the Chicagoland area.

Key Duties and Responsibilities

- **Strategic Vision and Organizational Strategy:** Works with the Board, consultants, and staff to develop a strategic vision and operational plan for achieving organizational goals, elevating public awareness, and ensuring high-quality workforce development offerings.
- **Fund Development and Grant Writing:** Builds relationships with potential institutional funders; identifies, writes, and manages grants; expands funding streams; and cultivates individual and corporate donors to support ILAIMH's mission.
- **Partnerships and Relationship Building:** Establishes, strengthens, and maintains relationships with diverse statewide organizations to strategically enhance ILAIMH's mission and collaborate on matters beneficial to infants, children and families.
- **Organizational Leadership:** Leads and develops a high-performing, diverse, and mission-aligned staff rooted in a culture of excellence, reflection, inclusion, and belonging. Champions reflective practices and attracts, recruits, mentors, and retains talent committed to organizational values.
- **Financial Sustainability:** Ensures the fiscal integrity and accountability of the organization. Develops and executes operational budgets that optimize resource utilization, working closely with the Board Treasurer and Executive Committee.
- **Operational Management:** Oversees administrative, legal, HR, and compliance functions, including contract execution, risk management, and insurance coverage.

- **Board Relations:** Partners with the Board of Directors to advance strategic objectives, maintain financial transparency, and facilitate committee work.
- **Public Advocacy and Representation:** Serves as the chief advocate and spokesperson for ILAIMH. Leads marketing and communication strategies to enhance public visibility, promote infant mental health, and secure broader public and governmental investment.

Experience and Education

- **Education and Credentials:**
  - Bachelor's degree required; Master's degree, relevant certifications, or equivalent executive experience preferred.
  - Eligible and open to obtaining additional training and continued professional development related to I/ECMH, if needed.
- **Professional and Industry Experience:**
  - Demonstrated experience working with or on behalf of young children and families required.
  - 3 to 5 years of senior leadership experience (e.g., Executive Director, Deputy or Program Director, Senior Manager) within non-profit, mental health and/or health, education, social services, or related sectors.
  - Familiarity with the Infant/Early Childhood Mental Health workforce, Endorsement systems, and reflective supervision/consultation preferred.
- **Core Competencies:**
  - Ability to engage in relationship-based work, reflective practice, and lead from a place of curiosity.
  - Proven track record in financial management and fiscal oversight required.
  - Demonstrated fundraising success required, grant management and grant writing preferred.
  - Strong capacity to build and leverage strategic relationships among diverse community, government, and private stakeholders required.
  - Strategic marketing insight to build brand awareness using accessible, high-impact strategies.
  - Multilingual or bilingual capabilities are valued.

Key Qualities and Leadership Style

- **Mission Advocate:** Thoughtful, respectful, compassionate, humble, empathetic, and approachable.
- **Visionary Communicator:** Articulates strategic vision effectively, inspiring enthusiasm and deep engagement across staff, Board, donors, and partners.

- **Equity, Social Justice, and Reflective Practice:** Leads equity and cultural responsiveness initiatives across all organizational levels through reflective practice and self-awareness. Deeply committed to anti-racism and continuous learning.
- **Empowering Manager and Inclusive Leader:** Delegates effectively, encouraging staff autonomy, risk-taking, accountability, and continuous professional development. Fosters a collaborative team environment rooted in diversity, equity, inclusion, and belonging (DEIB).
- **Revenue Generator:** Proven ability to generate and sustain multi-stream revenue across grants, contracts, and donor programs.
- **Effective Communicator:** Outstanding oral, written, and active listening skills; confident presenting and facilitating across varied audiences.
- **Adaptable Innovator:** Flexible, innovative, and proactive when addressing evolving sector needs and organizational challenges.
- **Integrity and Sound Judgment:** Demonstrates personal integrity, transparency, and high-level decision-making skills.
- **Business and Financial Acumen:** Combines strong operational discipline with sophisticated budgeting and strategic planning capacity.

Application and Submission Process

- **Compensation:** $85,000 – $100,000 annually (commensurate with experience). A benefits package is being finalized and full details will be shared during the interview process.
- **Equal Opportunity Employer:** ILAIMH is committed to a culturally diverse staff. Candidates of all backgrounds—including but not limited to people of color, women, and LGBTQ+ individuals—are strongly encouraged to apply.
- **Application Deadline:** Applications submitted by **November 16, 2026** will receive full consideration, but the search committee may continue to review applications after this deadline and until the position is satisfactorily filled. Applicants who do not meet every requirement are still encouraged to apply.
- **Submission Guidelines:** Candidates must submit a resume, a cover letter detailing relevant interest and experience, professional references, and salary expectations to jobs@ilaimh.org.