



Position Announcement – Chief Operating Officer (COO)

Daybreak is looking for a Chief Operating Officer (COO) to assist in our mission of providing Miami Valley homeless and vulnerable youth with services that promote safety, stability, and well-being. This position will play a key role in achieving our vision of a promising future for all youth.

Title of position: Chief Operating Officer

Position Type: Full Time

Pay range: Market

Location: 605 South Patterson Blvd. Dayton, OH 45402

Position Responsibilities: As a member of the Executive Management and Strategic Planning Team, the COO will be responsible for operational oversight of Daybreak's programs, including Clinical Programs, Shelter Services, Employment Services, Housing Services, and all other direct care services. The COO also has overall responsibility and oversight of Daybreak's Facilities/Security team. The COO will have responsibility for government grant procurement, implementation, and deliverables of compliance. This position will also hold administrative responsibility for implementation of agency electronic health records at all levels. They will administer, implement, and manage agency data collection, analysis, and outcome systems including continuous improvement initiatives. The COO will assume certain risk management responsibilities that include agency safety and health initiatives as well as ongoing agency critical incident management and analysis.

Minimum Qualifications: Bachelor's degree (required), Master's degree (preferred) in Human Services or related field. Eight (8) or more years of progressive management experience to include program development, administrative, budgetary, and supervisory experience.

Required skills: The ability to successfully lead and manage a staff of six and be a contributing and visible member of Daybreak's Executive Management Team. Leads Daybreak's programs to effectively deliver their services and accomplish desired outcomes. The ability to effectively collaborate and communicate with key personnel in carrying out their responsibilities, including the Board of Trustees, CFO, and HR Director. Ability to respond to inquiries from government funding sources, regulatory agencies, or other community stakeholders.

About Us: Daybreak was established in 1975 in Dayton, Ohio as an emergency shelter for runaway and homeless youth. Today, Daybreak operates the Miami Valley's only 24-hour crisis hotline and emergency youth shelter and has grown to include transitional housing, clinical counseling services, life-skills education, employment and engagement services and other follow-up services for homeless and vulnerable youth.

For information on Daybreak and the services offered, visit our website at <https://daybreakdayton.org/>

How to apply: Please submit your resume to traxlerj@daybreakdayton.org

Closing date: until position is filled.