



**Regional Director**  
**Hualapai Tribe Regional Partnership Council**  
**Colorado River Indian Tribes Regional Partnership Council**

First Things First (Arizona Early Childhood Development and Health Board) is a public agency and one of the critical state partners in creating a child and family-centered, comprehensive, collaborative and high-quality early childhood system that supports the development, health and early education of all Arizona's children. Created by voter initiative in 2006, First Things First operates through a surcharge on tobacco products. Governed by a state Board with 28 regional partnership councils, First Things First is a decentralized organization that engages diverse constituencies to accomplish its mission. Organizational values include a focus on accountability, transparency, coordination, collaboration and on the outcomes that will ensure young children start kindergarten healthy and ready to succeed in school and in life.

Arizona tribes can participate in First Things First (FTF) in one of two ways: by electing to have their tribal lands treated as separate regions by the FTF state Board, or by electing to have their tribal lands treated as part of the FTF regions in which their lands are geographically located. To date, 19 of Arizona's 22 federally recognized Indian tribes and nations have elected to participate in First Things First (10 as separate regions, and nine as part of the region in their geographic area). Both the Hualapai Tribe and Colorado River Indian Tribes have determined to have their tribal lands as separate regions and therefore the FTF Board established the Hualapai Tribe Regional Partnership Council and the Colorado River Indian Tribes Regional Partnership Council.

**Job Summary:**

The Regional Director is responsible for the overall management of two First Things First Regional Partnership Councils: the Hualapai Tribe Regional Partnership Council which serves the communities of the Hualapai Indian Reservation located in northern Mohave County, and the Colorado River Indian Tribes Regional Partnership Council which serves the Arizona portion of the Colorado River Indian Reservation and the Town of Parker. The Regional Director is also responsible for coordinating efforts with the La Paz/Mohave Regional Partnership Council, including the strategic implementation of service coordination and the supervision and guidance of the Service Coordinator.

First Things First is a Top 25 program in the 2017 Innovations in American Government Awards from Harvard University, Ash Center for Democratic Governance and Innovation.



The position requires travel throughout the regional areas and State of Arizona. About 40% of the Regional Director's time will be spent in the Colorado River Indian Tribes and Hualapai Tribe regional areas, about 40% of time will be spent in the Lake Havasu City Regional Office, and the remaining 20% of time may be spent throughout western Arizona and the Phoenix area for trainings, meetings and other work activities.

**Distinguishing Characteristics:**

The ideal candidate will enthusiastically support the vision and mission of First Things First and possess the personal qualities of integrity and credibility. In addition, he/she will have an understanding of issues that have historically impacted tribal relations and demonstrated experience applying that knowledge in positions that impact program delivery in tribal areas. She/he will have the proven ability to work within teams to accomplish multiple tasks and keep multiple projects organized and progressing. The position requires substantial effort to coordinate and work with parents; community leaders; local, state, tribal and federal government officials; private entities and faith-based groups to improve quality and access to early childhood development programs.

**Typical Duties and Responsibilities:**

Under the guidance of the Senior Director for the Regional Area, the Regional Director is responsible for supporting the Regional Partnership Councils in fulfilling their roles and responsibilities which include:

- Partnering and effectively working with the Senior Director of Tribal Affairs and Tribal Liaison to support and strengthen the positive relationships with the tribes;
- Completion of biannual regional needs and assets reports;
- Development and implementation of multi-year strategic plans;
- Management and oversight of the implementation of annual funding plans, including the development, execution, monitoring and quality assurance of grant contracts to ensure strategies are carrying out the intent of the Regional Partnership Councils and in accordance with standards of practice;
- Providing leadership, coordination and collaboration with various early childhood development and health organizations, agencies and community partners in addressing the regions' early childhood development and health needs; and,
- Increasing awareness of the importance of early childhood development and health.

The Regional Director is also responsible for the following:

- Acting as the chief spokesperson and staff for the regional partnership councils, staffing meetings and committees in support of strategic plans and First Things First objectives, and effectively working with the Hualapai Tribe and Colorado River Indian Tribes;
- Recruiting, orienting and conducting continuous board development for each 11-member regional partnership council;
- Leading/facilitating or participating in collaboration efforts, both within the region and cross-regionally, including the identification of service gaps, development of

- strategies to address the gaps, and fostering relationships with community partners that contribute to the development of an early childhood system;
- Building and maintaining strong working relationships with the Regional Partnership Council Members, tribal government leaders, tribal departments and programs, community organizations and agencies;
  - Partnering and effectively working with the Senior Director of Tribal Affairs and Tribal Liaison to support and strengthen the positive relationships with the tribes; develop an understanding of state level conversations by attending FTF tribal consultation; develop an understanding and then effectively communicate about FTF policies and procedures;
  - Ability to travel throughout the regions located 150 miles apart, the regional area consisting of Mohave, La Paz, and Yuma counties, as well as other locations for statewide meetings; and,
  - Other duties as assigned.

**Qualifications:**

- Direct experience working with tribal communities in Arizona, with extensive knowledge of early childhood development and health issues, and the particular issues facing Native American children and tribes of Arizona. Demonstrate the ability to develop successful strategies to address those issues;
- Bachelor's degree in early education, social work, education, health or other related field required; Master's degree preferred;
- Strong problem solving, leadership and analytical skills, including the ability to identify areas for self-improvement in order to perform assigned projects and carry out responsibilities to meet desired outcomes; actively pursue appropriate means and methods to increase effectiveness in those areas;
- A background of progressively responsible managerial or leadership positions in public, private or non-profit organizations, preferably with such experience in the area of providing early childhood development, literacy and/or health services to children and families;
- Ability to develop and implement strategic long-range plans that promote program goals such as increasing early childhood development opportunities, increasing access to preventive health programs and health screenings and providing training and education to support early childhood development providers, and demonstrate the ability to ensure public accountability as well as measure and improve outcomes appropriate for program goals;
- Possess a collegial leadership style and an ability to work effectively and cooperatively in working relationships with staff, parents, community leaders, tribal leaders, local governments, public and private entities and faith-based groups to improve the quality of and access to early childhood development and health programs in the regions;
- Exhibit highly-developed interpersonal and communication skills, including the ability to write and speak clearly, succinctly present information, and effectively articulate (in written and oral format) the goals, strategic direction and programs of two unique Regional Partnership Councils;
- Exhibit high proficiency in Microsoft Word software and intranet/internet communication tools and methods;

- Demonstrate knowledge, skill and success in generating financial support and developing cross-sector partnerships with private, public and tribal governments;
- Competence in working effectively with a citizen governing board and volunteers to advance the interests of programs;
- Creative, solution-driven, and detail-oriented with the ability to self-motivate and meet competing deadlines, uphold high ethical standards and promote sound business practices; and,
- Experience that demonstrates reliability and productivity working with minimal supervision and maintaining multiple responsibilities with regular and punctual attendance, including the ability to maintain a flexible schedule to accommodate research, data analysis, partnership development, preparing presentations and supporting materials, and include extensive travel within the regional areas of FTF.

**This position is open until filled. Resumes will be reviewed weekly.** For consideration, please submit your cover letter, comprehensive resume and three professional references to:

[www.azstatejobs.gov](http://www.azstatejobs.gov)  
Job ID #38709

NO PHONE CALLS PLEASE.

In the AZ State Personnel System, the position is classified as a Grade 23 and has a hiring salary range of \$60,000 to \$65,000. The position is not covered under the State of Arizona Merit system rules. The State of Arizona offers an outstanding comprehensive benefits package.

*“Arizona State Government is an EOE/ADA Reasonable Accommodation Employer”*