



# Shalom House

HOME • HEALTH • HOPE

EXECUTIVE DIRECTOR  
SHALOM HOUSE, INC.

The board of directors of Shalom House, Inc., a nonprofit organization in Portland, Maine, has launched the search for a new executive director to succeed the organization's longstanding and highly respected leader, who will retire later this year. Shalom House offers hope for adults living with severe mental illness by providing an array of community-based mental health services and a choice of quality housing that helps people lead stable and fulfilling lives in the community. With 27 residential properties and annual revenue exceeding \$23 million, Shalom House is operating in an increasingly complex landscape, requiring visionary leadership and exceptional management. The new executive director will build on the organization's firm foundation, drawing on its distinctive culture of caring and deep well of talent, to advance its critical mission and drive sustainable growth.

## Organizational overview

Shalom House, a nondenominational organization, began 54 years ago with one man's commitment to creating a safe, caring place where people with mental illness could live in the community. In the late 1960s thousands of patients with mental illness were released from hospitals during the deinstitutionalization movement and forced to fend for themselves in unprepared and often unwelcoming communities. Birger Johnson's brother was one of them, so with the help of like-minded friends and community and civic leaders, he opened Shalom House in 1972, as a place "halfway in between."

Over the years, Shalom House has expanded to offer comprehensive services and a range of affordable housing options to meet the changing needs of its clients, including:

- **Group Living and Supported Apartments (PNMI)**, which provide rehabilitation and personal care services for individuals with serious and prolonged mental illness who need a highly supportive environment
- **Independent Apartments** where clients access the support they need from community resources
- **Housing Subsidies** through the administration of federal and state programs that provide rental assistance to Mainers with very low income who have severe and persistent mental illnesses and co-occurring disorders, and other disabilities
- **Community Rehabilitation Services (CRS)** for individuals living on their own in the community, who meet Maine Department of Health and Human Services (DHHS) eligibility criteria for Section 17 and need support in managing the impact of their mental illness and maintaining their housing
- **Art Program**, designed to help clients explore their creative and individual potential, while building confidence and self-esteem and removing the barriers and stigma that can separate those with mental illness from the community at large

With a dedicated board and talented, long-tenured staff who care for one another as they care for the community, Shalom House has established an excellent reputation throughout the region. At the core of their work is the foundational belief that stable, long-term housing with flexible support is the key to recovery, and the following values underlie every decision:

- Treating all consumers of mental health services with dignity and respect
- Promoting community integration
- Offering choices in living environments, all clean, safe and affordable
- Including clients in agency planning and encouraging consumer participation in shaping statewide and regional policy
- Promoting safety in the workplace and providing adequate support against stress, fatigue, and burnout
- Maintaining proper stewardship of the resources funders have entrusted to the organization

### **Position responsibilities**

The executive director is the chief executive officer of Shalom House, providing visionary leadership, sound fiscal stewardship, and strategic direction; ensuring the integrity and effectiveness of all programs, housing services, and fiscal operations; and serving as the public face, primary voice, and principal advocate of the organization. This position reports to the board of directors and directly oversees a leadership team including the clinical director, housing and development director, finance director, and human resources director. Major areas of responsibility include:

#### *Governance*

- Serve as the primary liaison between the board of directors and agency operations, ensuring alignment and fidelity to Shalom House's mission and strategic goals
- Keep the board informed about emerging trends, policy developments, and best practices at the local, state, and national levels
- Provide strategic recommendations and new initiatives as appropriate to strengthen agency impact and sustainability
- Partner with the board on strategic planning efforts and lead execution
- Attend all board and required committee meetings and meet regularly with the board president and other members as needed
- Support board recruitment, orientation, and ongoing engagement
- Support coordination of the agency's annual meeting and related events.

#### *Operations*

- Provide leadership and direct supervision to all agency directors, fostering collaboration, accountability, and professional growth
- Facilitate regular leadership team meetings to ensure coordination and effective communication across programs
- Lead all-staff meetings and participate in program-specific meetings to monitor performance, staff engagement, and client satisfaction
- Ensure that all programs and services operate efficiently, effectively, and in compliance with organizational policies and applicable regulations
- Address staff and client concerns at the executive level, resolving issues in a timely and professional manner
- Oversee the maintenance and safety of agency facilities to support a positive environment for staff and residents

- Promote a mission-driven, inclusive, and supportive organizational culture
- Provide for appropriate systems, physical spaces, and technology to ensure accessibility and to promote efficiency and effectiveness

*Financial Management and Resource Development*

- Maintain healthy cash flow and adequate reserves to mitigate risk and ensure sustainability
- Oversee preparation, presentation, and approval of the annual budget and other financial documents
- Cultivate relationships with key funders, primarily HUD and DHHS, policymakers, and decision-shapers, staying abreast of funding opportunities, regulatory changes, and legislative developments that impact mental health and housing services at the local, state, and federal levels
- Drive the development and execution of a robust and diversified fundraising strategy including initiatives to engage individuals, businesses, private foundations, and public entities

*Community Relations*

- Serve as the primary spokesperson for the agency, managing media relations and public communications
- Actively participate in local and state mental health and housing initiatives
- Maintain memberships and engagement in civic and professional organizations that align with the agency's mission.
- Represent Shalom House at meetings of the Behavioral Health Collaborative and other relevant forums and participate in legislative or advocacy initiatives as appropriate
- Develop meaningful relationships with civic, business, and community leaders

**Requirements**

This role requires a leader seasoned in organizational management, strategic planning, and stakeholder engagement, and especially skilled in guiding a complex nonprofit through a changing environment while maintaining client focus, a sense of optimism, and appreciation for the Shalom House family.

The board expects that the next executive director will possess:

- Commitment to the mission and values of Shalom House
- Significant senior leadership experience in a similarly sized organization, preferably in the nonprofit sector, focused on behavioral health, affordable housing, healthcare, or human services settings
- Deep knowledge of Maine's mental health system and affordable housing programs
- Demonstrated success in strategic leadership, fiscal management, and organizational development
- Financial acumen and familiarity with state and federal funding mechanisms, grant compliance, and performance-based contracts
- High emotional intelligence
- The capacity to manage complexity, recognize and respond to nuance, and meet the moment
- Successful experience leading an organization strategically through change, clarifying priorities, setting goals, determining metrics, assessing results, and steering course corrections as needed
- Compelling presentation, public speaking, networking, and written communication skills; and fluency with diverse audiences

- Ability to manage time and energy efficiently, juggle competing demands, and prioritize
- A collaborative leadership style and experience leveraging the strengths of a high-performing team and exercising decisiveness as needed
- Technological proficiency and familiarity with leading-edge tools and organizational solutions

A Master's degree in Social Work (MSW/LSW), Business Administration (MBA), Public Administration (MPA), or Health Care Administration (MHA) would be advantageous.

### **Compensation**

The executive director will earn a competitive salary of \$185,000-205,000, commensurate with experience, and a generous benefits package that includes medical, dental, retirement savings, life insurance and long- and short-term disability plans.

### **Nondiscrimination**

Shalom House, Inc. is an equal opportunity employer. The board of directors recognizes and values leadership of diverse and historically marginalized communities and encourages people of all identities to apply. Applicants will not be discriminated against on the basis of race, color, national origin, ancestry, ethnic background, age, religion, familial status, disability, sex, veteran status, sexual orientation, gender identity and expression, and any other legally protected characteristic. The organization complies with all applicable national, state, and local laws pertaining to nondiscrimination and equal opportunity.

### **To apply**

Interested candidates should submit a cover letter and resume to Starboard Leadership Consulting at the following address: [search2@starboardleadership.com](mailto:search2@starboardleadership.com). The cover letter and resume should contain detailed information concerning work experience, past successes, leadership experience and qualifications. Applications without a cover letter will be considered incomplete and will not be eligible for advancement.

Paper copies may be sent to Jessica Weiner, Starboard Leadership Consulting, 84 Harlow Street, Suite 4, Bangor, ME 04401, but **electronic submission of materials is preferred**. No phone inquiries, please. The application deadline is March 3, 2026, and applicants will be notified of their status shortly thereafter.