



M.A.R.C.H.
Mediation Achieving Results for Children

Director of Services – Missouri

Position: Part-time, 20-25 hours per week

Reports to: Executive Director

Location: Missouri-based; some travel within Missouri required

Pay Range: \$25.00 per hour (\$26,000-\$32,500/year)

Benefits: SIMPLE IRA eligibility with 3% employer match; professional development opportunities; mileage and expense reimbursement

Position Summary:

The Director of Services leads the development, implementation, and oversight of M.A.R.C.H. Inc.'s programs in Missouri, ensuring high-quality supervised visitation, mediation, and legal services. This position combines operational leadership with direct program oversight, including contractor supervision, service delivery monitoring, and strategic growth planning.

Key Responsibilities:

Program Leadership & Operations

- Oversee all Missouri-based programs, ensuring compliance with organizational policies and state regulations.
- Monitor program quality, including service delivery, reporting, and outcomes.
- Implement best practices and continuous improvement processes for service efficiency and effectiveness.

Staff Management & Development

- Supervise programs and contracted providers in Missouri.
- Provide mentorship, coaching, and professional development opportunities for contractors.
- Facilitate training sessions and performance evaluations for contractors.

Strategic Planning & Expansion

- Support organizational growth initiatives, including program expansion and service innovation.
- Collaborate with Executive Director on state-wide planning, resource allocation, and partnership development.

Compliance & Reporting

- Oversee contracts with Missouri-based providers, including recruitment, onboarding, and compliance monitoring.
- Ensure timely and accurate program data collection, reporting, and evaluation.
- Maintain compliance with state and federal funding requirements.

Community Engagement & Collaboration

- Build and maintain strong relationships with local stakeholders, agencies, and community partners.
- Represent M.A.R.C.H. Inc. at community meetings, conferences, and relevant professional groups.

Qualifications:

- Master's degree in a social science field or Juris Doctorate.
- Minimum 5 years of program management or nonprofit leadership experience, preferably in family services or mediation.

- Knowledge of supervised visitation, mediation, and family court processes is highly desirable.
- Strong leadership, organizational, and communication skills.
- Ability to work collaboratively across departments, with staff, volunteers, and external partners.

Email resume and cover letter to Dawn Kuhlman at dkuhlman@marchmediation.org or call 816-708-2714 with questions. Visit www.marchmediation.org to learn more about MARCH Inc.