

Director of Systems Change & Strategic Initiatives

Montana Council on Developmental Disabilities (MCDD)
Helena, Montana

The Montana Council on Developmental Disabilities (MCDD) works to advance independence, inclusion, and opportunity for people with developmental disabilities across Montana. Guided by community voice and lived experience, MCDD brings people together to identify challenges, strengthen systems, and create lasting change. Through partnerships, public engagement, and strategic investments, the Council helps ensure Montanans with developmental disabilities can live, work, and participate fully in their communities.

As Montana's federally authorized Developmental Disabilities Council, MCDD works across sectors to identify barriers, convene partners, and move ideas into action so systems work better for people with developmental disabilities.

Position Summary

The Director of Systems Change & Strategic Initiatives is an energetic, entrepreneurial professional serving as a primary driver of mission and State Plan execution for MCDD. Working under the direction of the CEO/Executive Director, this position works across communities, organizations, and systems to strategically and intentionally advance mission. You will develop and lead implementation of the Council's federally approved 5-Year State Plan and translate community priorities into tangible results, managing cross-sector projects that improve education, employment, housing, healthcare, and inclusion for people with developmental disabilities and their families across Montana.

Core Responsibilities

I. State Plan Implementation (90%)

- **Execution & Tracking:** Develop annual work plans, track performance indicators, and identify emerging trends to guide Council initiatives.
- **Community Engagement:** Design and lead statewide events, forums, listening sessions, and surveys. Ensure lived experience informs investment decisions. Establish and maintain strong relationships with: Individuals with developmental disabilities and families, Tribal, rural, and frontier communities, and providers, advocates, and public partners.
 - *Travel: 1–3 in-state trips/month.*
- **Grants & Investment Coordination:** Assist the CEO in designing sub-award funding opportunities, providing technical support to applicants, and monitoring grant deliverables. Summarize data and results to support Council decision-making.

- **Systems Innovation:** Convene collaborative cross-sector working groups and lead projects that strengthen community inclusion, innovation, and capacity building.
- Other duties as assigned to support mission growth and execution.

II. Strategic Support (10%)

- **Reporting:** Draft State Plan sections for federal reports (PPR/ACL).
- **Governance:** Prepare briefing materials and coordinate follow-through for Council and committee meetings.
- **Advisory:** Act as a mission-focused thought partner to the CEO on emerging risks and opportunities.

III. Position Parameters

- Individual contributor role (no initial direct reports).
- No fiscal signatory or corporate governance responsibility/authority.
- Operates under CEO/ED direction for budget and funding decisions.

Competency Profile

- **Education/Experience:** Bachelor's degree in Public Policy, Nonprofit Management, Social Services or a related field, plus 5+ years in program/services management, community engagement, systems change, or disability services. Other combinations of education and experience may be considered on a case-by-case basis.
- **Strategic Execution:** Proven ability to lead by influence and translate high-level strategy into implementation.
- **Communication:** Clear and effective communicator and facilitator comfortable engaging diverse stakeholders.
- **Knowledge:** Working knowledge and understanding of developmental disability and human services systems and of the DD Act is strongly preferred.
- **Mindset:** Self-directed and adaptable, solutions-oriented, nonpartisan, and comfortable in a small-team, "entrepreneurial" environment.

Compensation & Growth

- **Salary:** \$60,000 - \$80,000
- **Benefits:** Health, dental, & vision insurance, retirement contributions, PTO, and annual COLA adjustments.
- **Pathway:** This role is designed to evolve alongside the Council's growth, with the potential to move toward deputy-level leadership in mission strategy.