

Help Me Grow Statewide Co-Director of Expansion & Community Engagement

Position: Help Me Grow Statewide Co-Director

Focus: Expansion & Community Engagement

Hours & Location: Full time (40 hrs/week)

Start Date: August 17-September 8, 2026

HYBRID- 111 W. College Ave., Appleton, WI 54911

Application Closing Date: July 31, 2026

Salary Range: \$65,000-\$75,000 – depending upon education, experience and certifications

Benefits include: Paid holidays, health benefit stipend, earned PTO and 401K

Job Summary: First 5 Fox Valley is hiring a Help Me Grow Wisconsin Statewide Co-Director of Affiliate Expansion and Community Engagement. Leading efforts to grow and strengthen Help Me Grow Wisconsin through strategic partnerships, policy advancement, and community readiness, this role focuses on building awareness, engaging stakeholders, and preparing communities to launch and sustain local Help Me Grow (HMG) affiliates.

Working in close partnership with the HMG Co-Director of Implementation & Quality Assurance this position will align statewide expansion with the growing local interest in participating in the Help Me Grow model that focuses on increasing the availability of developmental screening and high-quality programs and services for children and families in the State of Wisconsin. This position will lead statewide efforts to bring on new local early childhood supports into the state affiliate and serve as a spokesperson to advocate for implementing various HMG programs across health, education, prevention and child care sectors.

The HMG Statewide Co-Director is employed by First 5 Fox Valley (F5FV) and supervised by the Executive Director. This full-time position will be based in Appleton F5FV office and work 40 hours/week. As a hybrid position, some travel within the State of Wisconsin will be required as well as in-person and virtual meetings. A minimum of 1-2 days per week will be in person at the F5FV Family Resource Center (FRC) located in Appleton, WI. To learn more about First 5 Fox Valley Help Me Grow, visit www.firstfivefoxvalley.org

Essential Duties & Responsibilities:

Advance Statewide Awareness & Partnerships

- Lead outreach strategies to increase visibility and understanding of the Help Me Grow model across Wisconsin.
- Build and deepen relationships with leaders in healthcare, early childhood, education, social services, and philanthropy.
- Represent First 5 Fox Valley and Help Me Grow Wisconsin at national, statewide meetings, coalitions, and conferences along with other organizational leaders.

Drive Affiliate Expansion & Community Readiness

- Identify and prioritize communities for expansion, including those aligned with rural health initiatives, Family Resource Centers, County and City Early Childhood coalitions, and state partners.
- Guide communities through readiness assessments and early planning for activating a regional Centralized Access Point for Help Me Grow, or participate in the Statewide Affiliate work.
- Connect local leaders to identify partnerships and governance structures to run a HMG affiliate.
- Develop and implement onboarding protocols for new affiliates and statewide partners to support consistent and effective engagement.
- Lead oversight and strategic direction of statewide CAP/Sparkler initiatives.

Lead Policy & Advocacy Efforts

- Advance policies that strengthen early childhood systems and Help Me Grow integration.
- Partner with public and private stakeholders to increase investment in early childhood infrastructure.
- Utilize and Leverage data to communicate impact, inform decision-making, and drive continued expansion efforts.

Support Strategic Growth & Sustainability

- Partner with leadership on funding strategies, including grants and philanthropic partnerships.
- Help position Help Me Grow Wisconsin as a key contributor to statewide early childhood outcomes.
- Lead successful grant writing, project management and reporting expectations.

Collaborate as a Co-Director

- Share leadership responsibilities for Help Me Grow Wisconsin strategy and outcomes.
- Align expansion efforts with implementation capacity and statewide infrastructure.
- Contribute to organizational planning, learning, and continuous improvement.

Qualifications- Education, Experience and Skills & Abilities:

- Bachelor's or Master's Degree in Human Services, Public Health, Early Childhood Development, Social Work, or related health or human services field.
- Minimum 5 years' experience working with children and families.
- Expert knowledge of early child development.
- Experience in positions involving policy/advocacy or systems building work is helpful.
- Experience leading teams, projects, or initiatives, with the ability to support, mentor, and guide others and create a positive and cohesive team environment.
- Strong ability to cultivate, sustain, and manage partnerships with diverse organizations, external stakeholders, and families with diverse cultural, ethnic and socioeconomic backgrounds.
- Strong leadership and management skills, including excellent communication, organization, team leadership, facilitation, and time management, with superior attention to detail and follow-through.
- Proficiency with Microsoft Office, virtual meeting platforms, and basic data tracking systems.
- Knowledge, skills and abilities to respect diversity and support and strengthen early childhood efforts in the state, regional and local communities to assure equitable access to culturally relevant resources.
- Background check required.

Application Process:

Submit by July 31, 2026:

1. Letter of Interest outlining skills, expertise and experience and explain why you would be the best candidate for this position.
2. Resume
3. One-two letters of reference

Applications submitted to:

Chris Grubbs, MS Chris@firstfivefoxvalley.org

First 5 Fox Valley -HR Hiring Coordinator, www.firstfivefoxvalley.org

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