

Executive Director, Court Appointed Special Advocates (CASA), El Dorado County, Placerville, CA

Position Summary

Serves as the Chief Executive Officer for CASA El Dorado. The Executive Director is responsible for the successful administrative and financial management of the organization and is accountable for developing and building strong community relations consistent with the organizational mission.

Qualifications

Education

A Bachelor's degree or determined equivalent through a combination of education and experience in business, finance and operational oversight required. A Master's degree is desirable.

Skills and Experience

Minimum five years' experience managing comparable organizations

Minimum five years' experience in strategic leadership, planning and implementation; marketing; fund and program development, at the senior organizational level.

Ability to effectively manage and prioritize multiple projects.

Excellent written and oral communication skills.

Proficient with organizational systems, including electronic.

Demonstrated ability to be flexible, versatile and/or tolerant in a changing work environment while maintaining effectiveness and efficiency.

Valid California driver's license, with an automobile that is insured in accordance with state requirements and is in good working order.

Accountability

Accountable to the Board of Directors.

Salary Range

\$75,000-\$95,000. Health insurance and 401(k)/profit sharing plan.

Deadline for submission of applications, February 12, 2018. Please email resumes to Anne Schultz Eckert at anne@volcano.net