

Position Announced: Central Kentucky Community Action is seeking an Executive

Director—Applicants will work 40 hours per week and will be responsible for the day-to-day operation of all agency programs and personnel. The Executive Director assists the Board of Directors in developing priorities and objectives to alleviate the cause and condition of poverty. Serves as chief representative of Board in both in local community and in relation with funding sources and assures compliance with all grant and contract conditions. Must possess a valid driver's license. Criminal history background check and Pre-employment drug screening required. Excellent benefits package. Salary commensurate with experience, education and qualifications.

Qualifications-

- Bachelor of Arts or Science Degree, Master's Degree preferred.
- Minimum of 5 years of senior level management
- Collegiate or graduate study in economic, personnel administration, management or related field preferred.
- Experience in directing an organization and/or its work program, either in private industry or public agencies, which involve such functions as planning, organizing, staffing, supervising, coordinating, reporting, budgeting and fundraising. These shall be considered of prime importance.

- A minimum of five years in a paid administrative position, desirably in a Community Action Agency coupled with:
 1. Knowledge of financial management, local state and federal government funding processes, regulations and reporting procedures.
 2. Excellent verbal and written communication skills a must.
 3. An ability to work with people of varied backgrounds and possess a philosophy compatible with the CAC and has a concern for human needs

Please submit applications and resumes to Central Kentucky Community Action Council, Inc., Attn: Executive Director Committee, P.O. Box 830, Lebanon, KY 40033 by close of business March 19, 2018. **“Central Kentucky Community Action provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity and expression, national origin, age, disability, veteran status or genetics. Persons with disabilities and LEP individuals will be accommodated”.**