

TILLAMOOK WOMEN'S RESOURCE CENTER

EXECUTIVE DIRECTOR JOB OPENING

Full time, exempt position reporting to the Board of Directors

Open until filled

Compensation DOE including a competitive benefits package

The Position

Tillamook County Women's Resource Center (TCWRC) is seeking a dynamic, committed leader with a deep and nuanced knowledge of the causes and effects of domestic violence and sexual assault, and the services needed to help victims. The ideal candidate will bring experience in managing staff, working with a Board of Directors, an understanding of the underlying and intersecting issues surrounding violence and the interventions necessary to empower survivors. Our Executive Director will have demonstrated success in fund development and community collaboration, and a willingness to lead conversations about policy and practices at all levels. The Executive Director will be an innovator, a bold and decisive leader, a spokesperson in the community and an advocate for violence prevention through education and community awareness.

TCWRC provides a range of services including 24-hour crisis intervention, emergency shelter, food, clothing and transportation. Staff and volunteers also provide peer counseling, support groups, information and referral, and civil legal assistance for victims. We operate an emergency shelter that provides safe housing and support services for up to 20 individuals at any one time. TCWRC offers services to help people recover from trauma and rebuild their lives.

Responsibilities

The Executive Director provides vision and leadership to advance the mission of TCWRC. This includes supporting the Board of Directors in setting and implementing strategic direction. Under the general supervision of the Board the Executive Director is charged with overall administrative responsibility to manage day-to-day operations, ensure that the organization has strong financial viability, high quality staff, and sustainable program delivery. The Executive Director serves as a liaison between the center, the Board, the community, donors, community agencies and funding entities.

Requirements

- Demonstrated background in the domestic and sexual violence movement and programs.
- Understanding of the causes of violence and social change strategies
- Bachelor's degree in social science, business, management, or equivalent experience and training.
- Success in financial and human resources management, fund and donor development, program administration, community organizing and grant writing.
- Excellence in organizational management with the ability to coach staff, manage and develop high-performance teams, set and achieve strategic objectives, and manage a budget.
- Success working with a Board of Directors.
- Excellent oral and written communication skills in both small and large group settings, including with the media.

- Ability to collaborate effectively with partner agencies, and funding sources.
- Experience working with Federal, State, and local legislative and funding bodies.
- Ability to work effectively in collaboration with diverse groups of people.

Preferred

- Bilingual
- Five years of senior leadership experience in a non-profit organization.

To Apply

Download the application on our website www.tcwrc.net or stop by the advocacy center located at 1902 Second Street, Tillamook, OR. Please read the application package thoroughly and follow the instructions included.