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Our new DIRECTOR

Do you know someone that can help us move our organization forward? This person will:

- Work with the B.O.D. to assure that the organization has a long-range strategy which achieves its mission, and toward which it makes consistent and timely progress.
- Promote active and broad participation by members and volunteers in all areas of the organization's work.
- Maintain official records and documents, and ensure compliance with any federal, state and local regulations.
- See that the board is kept fully informed on the condition of the organization and all important factors influencing it.
- Publicize the activities of the organization, its programs and goals.
- Establish sound working relationships and cooperative arrangements with community groups and organizations.
- Represent the programs and point of view of the organization to agencies, organizations, and the general public.
- Work with the staff, Finance Committee, and the board in preparing a budget; see that the organization operates within budget guidelines.
- Ensure that adequate funds are available to permit the organization to carry out its work.
- The **Executive Director** of W.V.S.F.A., reports to the Board of Directors, and is responsible for the organization's consistent achievement of its mission and financial objectives.

To begin with, this position will be part-time (15 – 30 hours/month), and pay @ \$15/hour.

If you, or someone you know is interested in this position, contact Bill Klupenger (349-1666) (klupengerb@gmail.com) or any board member.

September, 2007

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