

## **Executive Director (full time)**

Growing Places Early Care, Education and Youth Recreation – Lee, NH

Reports to Board of Directors

The Executive Director is responsible to the Board of Directors for providing leadership and day to day management in order for Growing Places to fulfill its mission and vision. This includes oversight and involvement with program and curriculum development, human resource management, strategic planning, financial, fundraising/development and communications. The ED is the primary representative to the community and the public.

Growing Places Early Care, Education and Youth Recreation provides early education and youth recreation programs that foster the development of the whole child for children ages 6 weeks through 12 years. Our team of highly qualified and dedicated staff believe the early years of children's growth and development are an exciting and critical time to lay the foundation for all future learning and success.

The Executive Director must be a team oriented "people person" with a strong history of being an effective supervisor and mentor, have high energy, and possess a solid community collaborative and business orientation.

### **Qualifications, Knowledge and Experience:**

The ideal candidate will be mission-driven and a passionate advocate for excellent early childhood education, will have strong management skills, be an excellent listener and have strong written and oral communication skills. In addition, the ideal candidate will have:

- Bachelor's degree or graduate degree in a related field; or equivalent experience and expertise,
- A minimum of 5 years of experience in administration, involving the supervision of multiple individuals,
- Exceptional management ability and a sincere commitment to the goals and values of Growing Places,
- Ability to make difficult decisions in response to internal/external needs, while keeping the organization's culture and deeply held values upheld,
- Experience in working with a diverse Board of Directors,
- Experience developing, forecasting, managing and executing nonprofit budgets, and
- Experience with a nonprofit agency, with fundraising, grants, public relation and volunteers is helpful.

### **How to Apply:**

Candidates will be evaluated by a Selection Committee. The most qualified individuals will be invited to participate in the next phase of the selection process. For consideration, please submit a letter of interest and resume to [info@growingplacesnh.org](mailto:info@growingplacesnh.org).

Competitive benefits provided. Compensation commensurate with experience.