



Job Title: Executive Director

Classification: Exempt/Full Time

Reports to: The Board of Directors

Location: Brunswick, Maine

Website: <https://midcoasthumane.org>

Organization Mission: Making life better for animals and people in our community.

Summary: Founded in 1950, Midcoast Humane serves more than 40 communities and represents roughly 150,000 people within a 1,000 square mile geography. We provide care and second chances to 4,000 animals every year and assist thousands more through our programming. The Executive Director acts as chief steward promoting and advocating Midcoast Humane's mission and values.

Essential Functions:

1. Vision

- Innovate - develop programs and deliver impactful services that are at the forefront of the animal welfare industry
- Formulate, communicate, and execute effective strategies
- Monitor industry trends and make course corrections as appropriate
- Establish key performance indicators to drive organizational success

2. Management Effectiveness

- Keen ability to move an organization in a new direction
- Collaborate and communicate with internal and external stakeholders to inspire confidence and trust
- Hire, align, and develop a strong senior management team
- Partner with the Board of Directors to strengthen governance
- Build and leverage strategic partnerships to advance the mission
- Foster a culture of continuous improvement

3. Sustainability/Stewardship

- Manage multiple revenue channels and related costs to optimize resources and advance mission
- Develop sustainable revenues to achieve a balanced budget
- Ensure operations exceed industry standards and deliver excellent customer service



- Champion core values
 - Consider environmental impact
 - Mitigate operational/compliance risks
4. Fundraising
- Execute capital campaigns, including new facilities
 - Build and cultivate strategic relationships with corporate partners and major donors
 - Establish endowment program strategy ensuring operations are sustained
 - Market and promote brand awareness across multiple channels

Core Competencies:

- A minimum of 7 years as a successful nonprofit Executive Director or dynamic leader of a major for-profit division or company
- Strong financial acumen
- Track record of meeting or exceeding fundraising goals
- Excellent written and verbal communication skills
- Innovative
- Authentic community ambassador
- Demonstrated professional development of staff and volunteers
- Passion for animal care and protection

Supervisory responsibilities: Lead a 40-person team. Direct reports include:

- Director of Development
- Director of Finance, IT, & Human Resources
- Director of Operations
- Volunteer Manager (in transition)

Other duties: Other duties as assigned

Midcoast Humane provides equal employment opportunity to all individuals regardless of their race, color, creed, religion, gender, age, sexual orientation, national origin, disability, veteran status, or any other characteristic protected by state, federal, or local law.