



The **Richland Area Community Center (RACC)** is seeking a **DYNAMIC, EXPERIENCED EXECUTIVE DIRECTOR** who is passionate about the mission and able to lead the organization with excellence.

The RACC is a non-profit organization with a mission to build a vibrant and inclusive community with a focus on arts and culture, healthy living, lifelong learning, and community collaboration.

Reporting to the Board of Directors, the Executive Director provides strong, effective leadership and oversees the successful management of the RACC. This compassionate and outgoing leader inspires others to engage deeply with the mission. Working closely with the Board and staff, they ensure the organization fulfills its purpose and continually seeks creative ways to address unmet community needs. The Executive Director also cultivates and sustains relationships with donors, partners, and community leaders to enhance the organization's reach and impact.

The ideal candidate will be a motivational leader with a proven track record of success in non-profit management. The Executive Director will be a strategic thinker who is able to balance short-term needs with long-term planning. They will have excellent communication skills, experience in financial management and grant writing, and will be able to represent the organization to a variety of audiences. This is a full-time exempt position, with a salary range at \$75,000-\$85,000 depending on experience and demonstrated outcomes, and a competitive benefit package.

Primary Responsibilities

- Organizational Leadership and Board of Directors Relations
- Staff Management and Mentorship
- Financial Management and Leadership
- Fundraising and Development
- Program Development and Management
- Marketing, Communications, and Public Speaking
- Strategic Planning

Qualifications

- Bachelor's degree in a relevant field
- Minimum of 5 years experience in non-profit management or related field
- Strong leadership, communication, and interpersonal skills
- Demonstrated experience in fundraising and development
- Knowledge of non-profit financial management and budgeting
- Ability to work collaboratively with staff, Board of Directors, donors, sponsors, stakeholders
- Passion for the organization's mission

To Apply

Please submit your resume and cover letter to syverson50@gmail.com with the subject line "Executive Director Application – Search Committee". We thank all applicants for their interest.