



NOW HIRING

Executive Director in Nikiski

REQUIRED QUALIFICATIONS:

- Bachelor's degree or three years of progressive managerial experience
- Supervisory experience managing staff teams
- Experience in budgeting, finance and fundraising
- Grant writing and administration skills
- Proficiency in Microsoft Office and general comfort with technology
- Valid driver's license (occasional vehicle operation required)

FOR MORE INFORMATION:

Visit alaskajobs.alaska.gov
and search for "686525"

TO APPLY:

Email a cover letter, resume and three professional references to
sfkanour@gmail.com

We are seeking a dynamic and mission-driven Executive Director (ED) to lead our dedicated team and oversee the strategic and day-to-day operations of the Center.

The Executive Director provides visionary, operational, and administrative leadership of the NSC. This includes overseeing a staff of 13, managing programs and partnerships, ensuring compliance with regulations, maintaining financial stability, and advocating for the needs of local seniors.

This is an onsite, full-time role requiring 40 hours per week, with flexible comp time available for evening or weekend events.