

## Leadership Opportunity

### Executive Director Community Action of Northeast Indiana

CANI, a private non-profit corporation dedicated to removing the causes of poverty in Northeast Indiana is seeking a strategic leader with vision and a high level of commitment and integrity. CANI has accomplished much success in the past and wants to accomplish even more in the future.

The Executive Director is the CEO of CANI and is the corporation's resident agent. Responsibility includes the overall management of the agency affairs, administration and coordination of agency programs and activities in accordance with board established policies and legal constraints. The successful candidate will have a track record of success and will be results oriented, creative and an innovative thinker who is able to translate ideas into reality.

Candidate Eligibility includes:

- Master's degree in the area of business management, public administration, social services, or a related field. Bachelor's degree in business management, public administration, social services, or a related field along with ten (10) years of relevant experience may be considered.
- A minimum of five (5) years of management experience with progressively more responsibility in leadership, financial and personnel management.
- Current knowledge of legislation and issues impacting low-income persons.
- Ability to develop a thorough understanding of basic community action concepts and the regulations governing agency programs.
- Ability to relate well with diverse groups from a variety of socio-economic backgrounds.
- Demonstrates excellent oral, interpersonal, presentation and written communication skills.
- Proficient in MS Office applications.
- High comfort level with public interaction including: public affairs, serving as the organization's spokesperson and making recommendations to the Board of Directors.

Qualified applicants should submit a cover letter including a salary requirement range and a resume to [DirectorApps@canihelp.org](mailto:DirectorApps@canihelp.org).

Resumes will be accepted through Monday, February 8, 2010. CANI is an Equal Employment Opportunity Employer.