

EXECUTIVE DIRECTOR WESTERN TIDEWATER FREE CLINIC

Suffolk, Virginia

Western Tidewater Free Clinic is seeking an Executive Director to manage the operation of the Clinic. The Executive Director reports to a Board of Directors and is responsible for delivering high quality health care services to the medically underserved population in the clinic's service area. Job responsibilities include but are not limited to the overall leadership of the Clinic organization, human resources management, fundraising, grant writing, financial & budget management, program development, and strategic planning execution. The ED represents Western Tidewater Free Clinic in the community.

Minimal qualifications include:

- 5-10 years senior management experience required.
- Nonprofit experience preferred.
- Working knowledge and experience in a medical / healthcare setting preferred.
- Leadership skills associated with running an organization that successfully met strategic and operational goals.
- Experience working with a board of directors and volunteers preferred.
- Experience building successful partnerships within the community, including donors.
- Bachelor's Degree required; Master's Degree preferred.

Salary commensurate with experience and education. Range is \$90,000 - \$110,000 plus standard benefits.

Final qualified candidates will be required to complete drug screening and fiscal and criminal background checks. WTFC is a drug-free work place and an equal opportunity employer.

WTFC is not offering relocation assistance with this position at this time.

Interested qualified candidates please send a cover letter, resume and three (3) references to: EDsearch2020@WTFreeClinic.org

Closing date for all applications is September 18, 2020.