

Employee Requisition

Position Title: President and CEO

Agency: Bay Area Turning Point, Inc.

KEY DUTIES

The President and Chief Executive Officer (CEO), under the direction and strategic leadership of the Board of Directors (BOD), guides and directs the activities of Bay Area Turning Point, establishing and fostering tactical partnerships, securing operating and program funding, working with staff to provide exceptional services to programs and strategically positioning B ATP to create the influence necessary to continue serving the needs of victims and their families.

WORK AND SKILL EXPERIENCE

Required:

- Bachelor's or Master's degree in Social Services, Human Services, Business Administration or other related field.
- Minimum of eight years of progressively responsible experience in a not-for-profit executive leadership role, which includes providing services to individuals affected by domestic violence and sexual assault.
- Must possess a social work license or be a licensed mental health professional
- Two years of administrative experience in budgeting, hiring, supervising and releasing staff, fundraising, and working with a Board of Directors.
- Demonstrated capacity to oversee a twenty-four hour service agency and a residential facility that houses 65+ adults and children at a point in time
- Demonstrated experience in overseeing facility maintenance and repair
- Demonstrated experience in performing Strengths, Weaknesses, Opportunities, Threats (SWOT) Analysis and leading strategic planning with staff and the Board
- Demonstrated experience in securing funds through grant sources, both as a writer and supervising a grant writing staff
- Demonstrated experience in overseeing federal and state contracts and associated compliance issues
- Exceptional communication skills with all constituents: Board members, grantors, employees, clients and community members

Desired:

- Demonstrated experience with varying client services and abuse cases
- Demonstrated experience in planning and implementing fundraising events
- Demonstrated experience in advocating for a cause with legislators
- Work experience in corporate setting
- Bi-lingual Spanish language skills

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EDUCATIONAL REQUIREMENTS

Minimum:

- Bachelor's degree in Social Services, Human Services, Business Administration or other related field.

Preferred:

- Master's degree in Social Services, Human Services, Business Administration or other related field.

Resumes accepted via **E-mail ONLY!** Please submit resumes to emrenola@aol.com.