



METHOW VALLEY
COMMUNITY
CENTER

Methow Valley Community Center Association Executive Director

Are you passionate about community engagement and leadership? The Methow Valley Community Center is searching for a dynamic and visionary Executive Director to lead our team and make a lasting impact in the Methow Valley. This is an exciting opportunity to shape the future of our historic community hub, driving growth, fostering relationships, and championing the vibrant culture of our valley.

About the Role:

As the Executive Director, you will:

- **Lead with Vision** Oversee the operations, programs, maintenance, vendors, and staff of the Methow Valley Community Center, ensuring that our historic building remains a safe and vibrant community space.
- **Support Tenant Relationships** Maintain good relationships with MVCC's tenants and groups utilizing the building's facilities.
- **Foster Community Engagement** Energize and collaborate with funders, volunteers, board members, and community partners to strengthen our impact.
- **Work with Board of Directors** Work closely to develop and execute strategic plans, manage budgets, and build lasting partnerships within the community.
- **Communications and Marketing** Contribute to ongoing efforts to increase presence through communication efforts to strengthen member connections and broaden our reach in the Methow Valley and beyond.
- **Ensure Compliance** Maintain our nonprofit 501(C)3 status by adhering to legal and regulatory requirements and ensure the well-being of our staff and volunteers.

What We're Looking For:

We seek a candidate who is deeply committed to our mission and has a proven track record in leadership, community engagement, and organizational management. Ideal candidates will bring:

- **Leadership & Management Experience:** A strong background in leading teams, coaching staff individually, managing and evaluating programs, and working with Boards of Directors.
- **Fundraising & Communication Skills:** Fundraising, public relations, and marketing expertise. Strong written and verbal communication able to engage a diverse range of stakeholders

- **Strategic Vision:** The ability to develop and implement strategic objectives and manage budgets. Action-oriented, entrepreneurial, adaptable, and innovative approach providing community services and revenue-producing events in a community-focused environment.
- **Collaborative Spirit:** A talent for building partnerships and working effectively with staff, volunteers, and community members.
- **Passion & Integrity** A positive, mission-driven attitude with a strong sense of integrity and self-direction.
- **Technical Experience** Proficiency in Excel, QuickBooks, MS Office Suite, and Google Workspace.

Preferred Qualifications

- A college degree in a related field or equivalent experience.
- An understanding of the Methow Valley communities.
- Residency in the Methow Valley or willingness to relocate

What We Offer

- **Compensation** \$45,000 - \$50,000 annually, based on experience, for a 32-hour work week.
- **Benefits** Paid time off, health insurance stipend, flexible schedule, and opportunities for professional development.

Why Join Us?

The Methow Valley is not just a place—it's a community, and the Community Center is its heart. As our Executive Director, you can make a real difference by leading an organization that supports a thriving Methow Valley community.

Ready to Apply?

We'd love to hear from you if you're excited about this opportunity!

Please email your cover letter and resume to MVCCA Job Application apply@methowcommunity.org by October 31, 2024.

Interviews will be conducted shortly after, with an expected start date of January 2, 2025.

Learn more about us at the [Methow Valley Community Center Association](#).