

Executive Director for non-profit organization

Child Abuse Prevention Services (CAPS) - Roslyn, NY

CAPS (Child Abuse Prevention Services) seeks an executive director who has the skills and experience to bring our organization to a level that will sustain and advance the programs and services we bring to Long Island's children, parents and professionals.

LOCATION: 1579 Northern Blvd, Roslyn, NY 11576

Our new Executive Director will lead our work in creating opportunities for a safe and secure future for all Long Island school children. The key responsibilities of that individual will be to:

- determine annual giving goals and implement strategic and tactical plans for achieving them
- lead efforts to obtain resources from public and private sources
- lead fundraising efforts to sustain effective programming
- research appropriate grant options and create effective grant proposals
- lead marketing and public relations efforts
- provide compassionate and effective leadership to staff and volunteers
- display passion for and dedication to the issues of the people CAPS serves
- work with the board of directors in the key governance roles of planning, budgeting, oversight, stewardship, and resource development
- collaborate with the Board to prepare CAPS for the future via strategic planning.

Salary: \$76,000 - \$85,000 based on experience

ABOUT

CAPS is a 501(c)(3) organization underwritten by private donations, grants and legislative appropriations.

Founded in 1982, and currently located in Roslyn, New York, CAPS is Long Island's leading nonprofit resource for the prevention of child abuse and neglect and provider of youth violence prevention and child safety education. Through original curriculum, specific to prevention of child abuse, CAPS volunteers bring interesting and engaging programs into Long Island classrooms.

In 2010, the CAPS Bully Prevention Center was created as a support and resource, helping children, parents, teachers and the community work together to keep children safe from harm.

We invite you to visit www.capsli.org to learn more about our organization and how we're making a difference in the lives of Long Island's children.

EXPERIENCE

- Masters Degree in related field
- Experience in business development and fund raising with a track record of success
- Experience in seeking out and successfully completing grant applications
- Demonstration of personal skills that reveal compassion and ability to show collaborative leadership
- Knowledge of and experience with using social media

KNOWLEDGE SKILLS & ABILITIES

- Can effectively cope with change and can shift gears effectively. Does whatever is needed to get the job accomplished.
- Excellent project management skills including planning, logistics, program management, scheduling, and budget adherence.
- Ability to manage multiple complex assignments with an ability to prioritize
- Strong digital technology skills
- Strong communication skills (written, oral)

Job Type: Full-time

SEND RESUME AND COVER LETTER TO:
upstander.strategies@gmail.com