

## **Job Posting:**

The position of Executive Director is open in the Flatirons Habitat for Humanity, an affiliate located in Boulder Colorado. It is currently growing in homes built and is well positioned to grow significantly over the next few years. Key aspects of the job include:

- Assures coordination of the overall activities of the operating committees.
- Supervises the administrative functions of the affiliate
- Represents the affiliate in the community.
- Assures the affiliate has a pipeline of homes planned several years in the future
- Provides overall leadership of all resources of the affiliate
- Supervises the managers of the various corporate departments.
- Works with the Development Director in fundraising tasks and projects.

The successful candidate for the position will have significant management experience in dynamic and multifaceted environments. Excellent people and communications skills as well as organizational capabilities are a must. Experience with not-for-profit organizations is a plus, especially Habitat for Humanity.

Applicants should send resume and cover letter to [jwoods@flatironshabitat.org](mailto:jwoods@flatironshabitat.org)