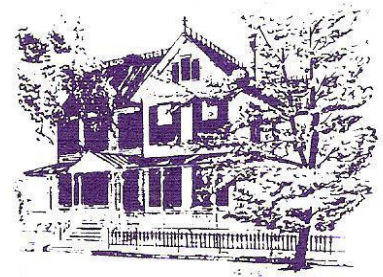


# Domestic Violence Shelter and Services, Inc.

P.O. Box 1555      Wilmington, NC 28402  
(910) 343-0703      Fax (910) 343-9388  
www.domesticviolence-wilm.org



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## Vacancy Executive Director

### **Duties/Qualifications:**

As chief executive officer of Domestic Violence Shelter and Services, Inc., the Executive Director is responsible for the direct management of all aspects of operations, programs, and services and administering the agency in accordance with the By-laws of the Corporation, the policies established by the Board of Directors, and all applicable federal, state, and local laws.

Applicants must reflect knowledge and experience in nonprofit and administrative management, strategic planning and program development, policy formation and implementation, fiscal management, asset/property management, fundraising and resource development, media/public relations, human resource development, supervision, team-building and management, community engagement and systems advocacy, social work practice, and 24/7 client and crisis service oversight and supervision.

Requires an understanding of and agreement with the philosophy and purpose of the agency, a knowledge of and passion for addressing domestic violence issues, a willingness to take initiative to accomplish multiple priorities, and the ability to foster collaborative working relationships. Must be action-oriented, entrepreneurial and adaptable, with an innovative approach to strategy and possess the desire and ability to lead within in a trauma-informed model and to embrace diversity.

Domestic Violence Shelter and Services, Inc. hires based upon life experiences, work experience, professional training, and education without regard to race, color, religion, sex, sexual orientation, age, national origin, disability, veteran status, genetic information, nor any other basis protected by applicable law. 5+years of progressive management, fund development, advocacy, leadership, and supervision experience (preferably related to the area of domestic violence) in the nonprofit or human services sector and a related degree is preferred.

### **Classification/Supervision/Salary and Benefits:**

This is an exempt position under the general direction and with the guidance and support of the Board of Directors. The Executive Director is expected to work a minimum of 40 hours per week, with 24/7 availability. Some travel required. Salary rate is \$65,016 annually. Benefits include Health, Dental, Life and Disability Insurance, Pension Plan and Paid Leave.

### **To Apply:**

Download application: [www.domesticviolence-wilm.org](http://www.domesticviolence-wilm.org) Submit with brief cover letter and resume. Position will remain open until filled with priority given to those who apply by September 4, 2020.

Mail to:                      Vacancy: Executive Director  
                                    Domestic Violence Shelter and Services, Inc.  
                                    P.O. Box 1555  
                                    Wilmington, NC 28402-1555

NO PHONE CALLS, EMAILS, FAXES, OR WALK-INS, PLEASE.

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