

## **POSITION DESCRIPTION**

### **VILLAGE TO VILLAGE NETWORK EXECUTIVE DIRECTOR**

The Village to Village Network is looking for an entrepreneur with the vision, commitment and leadership skills to take the organization to the next level of development. Must be creative, a proven fundraiser and resourceful in developing partnerships, energizing volunteers and members and expanding quality membership services. Enjoy a flexible work schedule and work where you live.

The Village to Village Network (VtVN) was launched in 2010 to support the Village Movement by fostering the formation and development of villages. A “village” is a grassroots nonprofit organization that expands independent living options for older adults by creating a vibrant community that reduces isolation through social activities and personal connections, offers opportunities for meaningful engagement and use of skills, and provides volunteers as needed. The Network provides mentoring, services and products to support villages and serves as a “village commons” to facilitate peer connections. There are currently 350 open and developing villages in 45 states. To find out more about the Network and the Village Movement, visit [www.VtVNetwork.org/About](http://www.VtVNetwork.org/About).

#### **RESPONSIBILITIES**

- Lead the mission to expand our national leadership and advocacy role
- Develop and manage a high-value national meeting that attracts members and makes money
- Expand fundraising
- Cultivate corporate, individual and foundation sponsors
- Establish partnerships to broaden the reach of the Village Movement, including areas of the country where there are no villages
- Develop a strategic communications plan and build relationships with the media and other outlets to promote the Village concept
- Represent VtVN and the Movement through public presentations and participation in relevant conferences
- Engage and energize our volunteers, members, funders and partners
- Manage operations, motivate and develop staff

#### **QUALIFICATIONS**

The Executive Director must be thoroughly committed to VtVN’s mission and have a passion for the Village Movement. We are looking for candidates with these credentials and qualities:

- Bachelor’s Degree required, advanced degree desired
- Ten years of senior management experience with a track record of effectively leading and growing an enterprise
- Strong marketing, public relations, and fundraising experience

- Ability to engage a wide range of stakeholders
- Excellent communication and presentation skills
- Ability to motivate, manage and develop staff
- Ability to cultivate positive and effective board relationships
- Commitment to results; a “can-do” attitude

## **SALARY AND BENEFITS**

Annual salary range \$55 - \$75,000, with opportunity for significant increase after proven results; flexible work schedule, generous vacation allowance, other benefits to be discussed.

## **HOW TO APPLY**

Submit your application by email to [jobs@vtnetwork.org](mailto:jobs@vtnetwork.org) no later than March 15. Please do not call the office. Refer to our website [www.vtnetwork.org](http://www.vtnetwork.org) for further information.