



Mahube-Otwa Community Action Partnership

Serving Mahnomon • Hubbard • Becker • Otter Tail • Wadena Counties

*******POSITION ANNOUNCEMENT*******

Mahube-Otwa Community Action Partnership, Inc., a private non-profit community action agency serving Mahnomon, Hubbard, Becker, Ottertail and Wadena Counties, with a main office in Detroit Lakes, MN is recruiting an Executive Director to administer the overall activities of an \$18,000,000 non-profit that serves low income and elderly residents of a 5-county area.

This position is responsible for overall leadership and agency administration, contract management, grant writing, development of new initiatives, overall supervision of personnel and fiscal activities, understanding and implementation of evidenced based practices. This position must have a knowledge of state, federal, and non-profit funding resources, regulatory and reporting requirements.

Prefer a candidate with a Master's Degree from an accredited University with course work in business, public administration, human services, education or a related field. The candidate must have a minimum of five (5) years' experience performing administrative, management, planning, and development activities. The candidate must exhibit demonstrated leadership initiative. Must have direct experience in organizational and program development and implementation of Anti-Poverty strategies which will ensure that Mahube-Otwa CAP, Inc. is achieving its Mission "To Empower People to Achieve Self-Sufficiency."

More information about the Agency programs, services, geographic area, and outcomes can be obtained at www.mahube.org.

A complete position description and application packet can be obtained from Annette Haugrud, Human Resources Director, at Mahube-Otwa Community Action Partnership, Inc. (218)847-1385 or ahaugrud@mahube.org.

Deadline for receipt of complete application packet is Wednesday, August 3, 2016 at 4:30pm.

Equal Opportunity Employer