



**COMMUNITY ACTION PARTNERSHIP
HUNTSVILLE/MADISON & LIMESTONE COUNTIES, INC. (CAPHMLC)**

ADMINISTRATIVE OFFICE

3516 Stringfield Road, NW—Huntsville, AL 35810-3975

Telephone (256) 851-9800

Facsimile (256) 851-9803

www.caa-htsval.org

JOB ANNOUNCEMENT

Date Released: 02/26/2017

Deadline for Application: 03/17/2017

Title: Chief Executive Officer

Location: CAPHMLC, Huntsville, AL

Employment Classification: Regular, Full-time, Exempt, Non-Safety-Sensitive

See Job Description @ www.caa-htsval.org

Salary and Application Procedures:

Not For Profit/Grant writing/management Experience Required. Salary Range: \$54,547.22—\$128,544.00. Salary is commensurate with experience and qualifications.

Current employees may apply by submitting a letter of interest along with an updated employment application.

Other interested applicants may apply by completing and submitting an employment application obtained from the website at www.caa-htsval.org or by picking one up at the CAPHMLC Central Office located at 3516 Stringfield Road NW—Huntsville, AL 35810. Completed and signed applications may be submitted in person, by mail or scanned and emailed to: dmastin@caa-htsval.org.

Community Action Partnership Huntsville/Madison & Limestone Counties, Inc., (CAPHMLC) is an equal opportunity employer that does not discriminate on the basis of race, religion, gender, handicap status, age, genetic information, or national origin. CAPHMLC maintains a Drug Free Workplace Policy and the applicant is subject to pre-employment and random alcohol and drug testing. CAPHMLC applicants will be subject to criminal history background checks and credit checks. CAPHMLC is an E-verify Employer. EO/AA M/F/Vet/Disability. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, disability or national origin.

RECRUITMENT & SELECTION OF THE CHIEF EXECUTIVE OFFICER

The selection process is a function of the CAPHMLC Board of Directors Executive Committee, who screens all applicants, selects the top three or more candidates based on job qualifications listed on the job description, and interviews each. A recommendation is made to the Board of Directors who acts on the recommendation.

“An Equal Opportunity Employer”