

NOW HIRING

EXECUTIVE DIRECTOR

CARE INC.
TILLAMOOK, OR

CARE Inc. seeks a highly skilled, collaborative, mission driven, Executive Director to lead us in our pursuit of innovative strategies, entrepreneurial programing and organizational excellence.



WHO WE ARE

Community Action Resource Enterprise, Inc. (CARE) is a highly regarded nonprofit social service agency based in Tillamook Oregon. Since our founding in 1991, we remain committed to fostering changes that stimulate and foster healthier, more resilient communities throughout Tillamook County and empower people as they work to meet their immediate, basic needs.

We envision a fair and equitable community, providing personally and culturally appropriate support, opportunities for success, and well-being to everyone. We value and aspire to a healthy and thriving community, where children, families, and individuals' flourish.

What We Believe:

- **We believe it is a privilege to serve others.** Individuals and families within our community who need help choose us because they trust us. In this trusted relationship, we are able to help more than 3,000 low to moderate income people in Tillamook County each year.
- **We believe in being bold and brave.** We always take the high road, acting with integrity and choosing to do what is just over what is easy. We come from a place of compassion and understanding. We practice mutuality and transparency through communication that is direct, honest, and respectful
- **We bring our full hearts to this work and believe we need to remove barriers, not build them.** We build longer tables not taller walls because everyone deserves a seat at the table. Through our humanity, we build a more equitable and inclusive community by not turning away from the uncomfortable and creating a safe environment for every individual to empower themselves to succeed.
- **We believe hope cultivates empowerment and empowerment cultivates hope.** By holding hope we are providing individuals the opportunity to empower themselves to build the life they want.

What We Do:



We provide financial assistance for emergency needs for individuals and families.



We are a “Healthy Families” provider, helping parents raise healthy, school ready, children.



We collaborate closely with our partner agencies to provide clients with wraparound services.



We help when times are tough through our housing assistance programs.



We are in the early stages of building no barrier shelters, providing shelter to the most vulnerable members of our community and affirming our commitment to housing and homelessness as the county’s Coordinated Homeless Response Office.



We lead advocacy efforts promoting affordable housing in our community.



For more information about us please visit our website: <https://www.careinc.org>

WHERE WE CALL HOME



Tillamook is a beautiful part of a scenic state, capturing our region's love for the integrity, industry, and artistry of the Oregon Coast and is home to approximately 27,000 people and 10,500 households. The long narrow band of populated areas spans the full 52 miles of coastline in the county. There are seven incorporated cities, located in the central and northern portions of the county, and numerous unincorporated communities in the southern portion. This land is the original home of many known and unknown indigenous bands and tribes that were the first hosts of the county we call Tillamook. It is continuing to diversify its population through age, income, race, and ethnicity. Its picturesque coastline and dense forests are attractive to recreationists, artists, and tourists from around the US and beyond.

THE LEADER WE ARE LOOKING FOR

CARE seeks a highly skilled, collaborative, mission driven, executive director to lead us in our pursuit of innovative strategies, entrepreneurial programing, and organizational excellence.



You care deeply about ensuring the quality of life of the most vulnerable members of our community and are known for your ability to lead an exceptionally talented team, engage a strong board, think strategically and holistically yet also drive tactics and projects to fruition.

Your leadership style is authentic and transparent and comes from a place of compassion and understanding. You are passionate about identifying ways to bring communities, people, and funding opportunities together to meet unified goals. You demonstrate inclusivity and equity in all you do, and love working with people from all walks of life.

You excel at multi-tasking, goal setting, accountability, and workload prioritization. You model leadership through empathy, respect, sensitivity, and engagement; are full of energy and have a communication style that is direct, honest, respectful, and models the highest standards of ethics and integrity. You are courageous enough to take risks, shoulder responsibility, fail occasionally and continually learn.

You Will:



Manage, lead, and support the growth and development of a leadership team of 4 and staff of 16 to meet expectations, goals, and strategic outcomes.



Demonstrate inclusivity and equity in all you do.



Collaborate with the board to determine the appropriate vision, policies, and strategies for the organization.



Achieve short/long range fundraising goals, and expand donor base, by harnessing the abilities and interests of donors, funders, and stakeholders.



Maintain a culture of transparency, trust, empowerment, safety, and belonging.



Lead advocacy efforts advancing affordable housing in Tillamook.



Work collaboratively and inclusively with internal and external stakeholders to imagine possibilities, solve problems, innovate, set goals and expectations to shape the future and ensure the ongoing health of the organization.



Ensure program compliance with state and federal guidelines and commitments.



Ensure the organizations long-term financial health by providing timely, accurate and comprehensive financial information, systems, policies, and procedures.



Passionately communicate the vision and values and impact of CARE's mission and programs in a coherent and compelling way.



Work in partnership with federal, state and local agencies and nonprofits to create the most beneficial outcomes for CARE and our clients.

Skills, Competencies, and Qualifications

- Demonstrated senior management experience developing a strong, adaptive, diverse, and engaged organization.
- Experience managing \$500,000+ budget. Demonstrated understanding of complex, non-profit accounting best practices and ability to oversee planning, management, and execution of an operating budget of \$2 million comprising state, federal, foundation, and individual funding.
- Experience leading an organization or program of 10+ employees.
- Understanding of the complexity and interconnectedness of issues contributing to poverty.
- Proven ability to maneuver through complex political situations effectively and gracefully.
- Strong preference for knowledge and familiarity with the issues, the language, and the mechanics of federal, state, and local funding for affordable housing, community development, homeless and anti-poverty services.
- Comfortable operating with the unknown and learning on the fly.
- Proven ability to address setbacks, troubleshoot issues, and seamlessly direct multiple priorities at the same time.
- Demonstrated experience in championing diversity, equity, and inclusion within the organization, and being an ally to and a voice for the communities being served.
- Experience working in rural communities is preferred.

Compensation and Benefits

CARE offers a competitive salary of \$95,000 to \$130,000 and comprehensive benefits package including:

- *100% of medical, dental, vision insurance for employee*
- *Paid time off*
- *401(k) Retirement Plan*
- *Up to \$5,000 reimbursement for qualified moving expenses*

To Apply:

Position open until filled. Preference given to applications received before June 5. All inquiries and discussions are considered strictly confidential. CARE is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, and LGBTQ+ applicants.

Please email your resume and cover letter expressing:

- How the mission of CARE aligns with your personal and professional goals
- Largest budget you've personally managed
- Number of employees you've managed

Send to:

Cynthia Winter

Solid Ground Consulting

cynthia@solidgroundconsulting.com

