



CORE Community Resources Seeks New Executive Director In Bayfield, Wisconsin

CORE Community Resources seeks a new Executive Director to strengthen and grow a dynamic non-profit organization that works to improve quality of life for seniors and to reduce hunger in northern Bayfield County. CORE's primary mission is supporting the independence and engagement of seniors – so that they can remain in their communities. CORE operates a resale shop to help fund programs for seniors. CORE also operates a food pantry.

The Executive Director reports to the Board of Directors and handles all aspects of the organization's operations. The Executive Director will:

- Manage staff and volunteers to develop and implement programs that support and enhance the health, well-being, dignity, independence, and engagement of seniors so that they can continue living in their northern Bayfield County communities .
- Manage staff and volunteers to deliver a comprehensive array of programs and services for seniors that effectively utilize the CORE Center at 257 Manypenny in Bayfield (currently under renovation).
- Manage staff and volunteers to operate the Encore Resale Store at 10 S Broad Street in Bayfield to support CORE's senior programs.
- Manage staff and volunteers to operate the CORE food pantry at the corner of Manypenny & Third Street in Bayfield (currently under construction).
- Obtain board approval for an annual budget (currently \$350,000) and manage the organization within that budget.
- Create systems, structure, and processes to ensure that CORE is fulfilling its stated mission.
- Develop a full fundraising strategy to support CORE's budget and lead efforts focused on individual donors, foundations, and government funding sources.
- Lead development of a comprehensive marketing and communications strategy to support CORE's mission and to engage stakeholders in northern Bayfield County.
- Develop strategies to attract and retain volunteers to leverage CORE's effectiveness.

Qualifications

- College Degree
- Demonstrated fundraising track-record
- Program development and management experience/expertise
- Staff supervision and development experience/expertise
- Financial management skills including QuickBooks and spreadsheets
- Effective communication skills, including oral, written, and listening; strong public speaking skills
- Marketing expertise
- Collaboration skills to work effectively with CORE Board, staff, volunteers, and communities
- Non-Profit experience

Salary and Benefits: Up to \$75,000/Paid time off

To apply submit cover letter and resume to: corebayfield@gmail.com

Review of applications will begin on October 1st and will continue until the position is filled.

To learn more about CORE Community Resources : www.corecr.org