



EXECUTIVE DIRECTOR

About Springboard:

Springboard provides hands-on programs and minds-on learning for students in the St. Louis region and beyond. We offer resources to support students' intellectual, social, and aesthetic development with programs designed to stimulate their curiosity and motivate their creativity. With a budget of \$1.1 million and a staff of 10, Springboard annually serves more than 78,000 students.

We currently seek a dynamic leader with demonstrated skills in:

- Comprehensive planning and implementation based on the organization's mission. Knowledge of and demonstrated commitment to active learning, creative thinking, and arts integration in a multi-cultural environment are necessary.
- Working and communicating with the Board and its Executive Committee to develop strong leadership and financial support for the organization and facilitate decision making.
- Fund raising and the ability to work with individual donors, foundations, businesses, schools and philanthropic entities to provide financial resources for a mid-size non-profit organization.
- Developing an annual operating budget and the management of board-approved budget allocations.
- Selecting, supervising, and evaluating administrative staff in order to build and lead an effective management team.
- Maintaining and managing a clean, safe, secure environment that helps promote a team spirit that supports the organization and its mission and vision.
- Communicating effectively both orally and in writing. Strong interpersonal and presentation skills as well as the ability to work with people of diverse interests and backgrounds are necessary.

Bachelor degree required; advanced degree preferred; experience in the non-profit and/or education sector valued.

How to apply:

E-mail the following to aessman@springboardstl.org by Wednesday, February 10, 2010

- Your resume
- A letter of application that describes how your experience and philosophy might contribute to the further development of Springboard
- Names, phone numbers and email addresses of three references