



Lackey Clinic

Free and Charitable Healthcare Center

JOB POSTING

Executive Director Full-Time with Benefits

Position Summary: *This full-time leadership position is responsible for the business operations of the Clinic including strategic planning, administration, employment of personnel, financial management, fundraising and community relations. The Executive Director, in conjunction with the Medical Director, represents and supports the Clinic Mission and ministry in the community.*

Education and Experience

- ❖ Bachelor's degree required, preferably in Healthcare Administration, Business or Related Health field; Master's degree in Healthcare Administration or Business preferred.
- ❖ Must have minimum of 5 years progressive leadership experience preferably in healthcare or other non-profit.
- ❖ Must have 3-5 years of Development/Fundraising experience with excellent interpersonal communication skills
- ❖ Must have Budget Development/Management and Data analysis experience
- ❖ Must be detail-oriented with strong writing skills and professional judgment
- ❖ Demonstrates initiative and ability to function independently

Preference will be given to candidates with the following desirable skills:

- Public Speaking and Presentation Skills preferred
- Marketing or outreach experience
- Grant Writing experience

Qualified candidates are invited to submit a letter of intent and resume for consideration to Tricia Connell, Human Resources:

HRVolunteer@lackeyhealthcare.org

MISSION STATEMENT OF LACKEY CLINIC: *To provide skilled, compassionate healthcare and counseling to the medically disadvantaged in a manner that honors the name of Jesus Christ.*