

Job Opportunity

President, The Snelling Center for Government

The Snelling Center for Government is seeking a President who is visionary, has a passion for training Vermont leaders, and has the proven ability to run a thriving nonprofit, non-partisan organization. The Snelling Center fosters responsible and ethical civic leadership, encourages public service by private citizens, and promotes informed citizen participation in shaping public policy in Vermont. This is a full time position.

Position Overview

The President, in cooperation with the Board of Directors, will develop the strategic direction which will grow the overall mission of the Snelling Center while fostering a financially sustainable organization. The President is particularly responsible for the successful overall execution and development of our leadership programs and the flourishing of the Vermont Leadership Network. The President is responsible for the day-to-day operations of the organization, including the management of the staff and development of business plans. The President has responsibility, along with the board, for raising funds and stewardship of long term relationships with donors. The President is responsible for being the public face of the Snelling Center and for raising the public profile of the Snelling Center. The President reports to the board on a regular basis and works closely with the chairman of the board.

In addition to the responsibility for the overall management of the Snelling Center, the President has direct responsibility for facilitating the Vermont Leadership Institute program. This includes:

- developing the overall curriculum for the program
- planning and execution of the 19 program days included in the program
- recruitment and stewardship of faculty and developing each of the sessions with faculty and guests
- ongoing evaluation of educational outcomes

- ongoing communication with the class
- working with the staff of the Snelling Center to conduct active recruitment for the class throughout the year
- To develop and oversee the application and selection process

Minimum Qualifications

- Demonstrated success in leadership roles
- A passion for leadership and a vision for how to train leaders
- Familiarity with VLI
- At minimum, a Bachelor's degree
- Some familiarity with designing programs
- Able to work with all kinds of people
- Excellent public speaking skills
- Excellent relationship skills
- Organizational experience

To Apply

Please send a cover letter, resume and the contact information (including e-mail addresses) for three professional references to mark@snellingcenter.org. This position will remain open until filled.