



CAMP RESILIENCE POSITION DESCRIPTION

POSITION: Executive Director

AGENCY: Patriot Resilient Leader Institute

PAY: \$75K-\$85K depending on experience

REPORTS TO: Board of Directors

FSLA: Exempt

STATUS: Full-time

ABOUT CAMP RESILIENCE

Patriot Resilient Leader Institute, doing business as, Camp Resilience leverages the scenic outdoors of the New Hampshire Lakes Region to improve the physical, social, mental, and emotional well-being of Military Service Members, Military Veterans, First Responders, and their Families. We facilitate outdoor experiential learning activities, life skills training classes, along with peer-to-peer counseling opportunities, to enable and empower participant resilience and well-being. Additionally, we prepare and encourage participants to make a positive impact in their home communities throughout New England.

POSITION DESCRIPTION

The Executive Director (ED) reports to the Board of Directors and is responsible for Camp Resilience's consistent achievement of its mission and financial objectives. The ED assures that Camp Resilience has a long-range strategy for promoting the mission of the agency and ensuring financial growth and stability. The ED provides leadership in developing programs, organizational, and financial plans with the Board of Directors and carries out plans and policies authorized by the Board. The ED stays apprised of trends relating to the wellness of veterans and first responders as well as significant developments in these fields.

The ED oversees all aspects of the organization, including marketing and fundraising and ensures that the agency is operating efficiently and effectively to meet business goals. Acting as the public face of the organization, the ED works closely with the Board, government officials, and the community. The role prioritizes communication, recognition, and collaboration among staff to align with the mission and vision of the organization.

The ED supervises and evaluates the Development Director, Administrative Coordinator, Program Coordinator and Volunteer Coordinator. The ED is evaluated by the Executive Committee of the Board of Directors.

KEY RESPONSIBILITIES

- Fosters a culture of continuous quality improvement for organizational systems and programs.



- Develop and implement strategic plans in partnership with the Board of Directors to meet organizational and programmatic goals and objectives.
- Recruit and develop staff and volunteers.
- Lead the team in producing high-quality retreats for veterans and first-responders.
- Ensure compliance with all applicable laws and regulations across the organization.
- Cultivate a culture of transparency and communication throughout the organization.
- Develop positive relationships with key stakeholders, including corporations and funders, individual donors, veteran service organizations, and government agencies.
- Keep the Board of Directors informed on the status of the organization and any outside factors of influence.
- Maintain responsibility for the recruitment, employment, and release of all personnel, whether paid staff members or volunteers.
- Recruit Board members and ensure leadership development.
- Work and collaborate closely with the Executive Committee, Board of Directors, and Advisory Boards on any and all other organizational matters.
- Represent the organization at public events, professional networks, conferences and other convenings.
- Perform other duties as assigned.

RELEVANT EDUCATION, EXPERIENCE, AND SKILLS

- Master's degree in a related field preferred
- Previous military service and or first responder experience highly desirable
- Demonstrated experience in working with nonprofit organizations that rely on volunteers
- Proven ability to develop and implement successful strategic plans
- Understanding of financial strategies and finance-related performance metrics
- Experience with nonprofit fundraising, marketing and communications.
- Strong aptitude for verbal and written communication, presentation, and relationship development
- In-depth knowledge of best practices in nonprofit management and governance
- Experience with Military Veterans and First Responders work-related debilities and disabilities
- Experience with the design, execution, assessment, and evaluation of outdoor experiential learning activities, life skills training classes, peer-to-peer counseling opportunities, and/or transition/reintegration programs.
- Ability and motivation to support the Camp Resilience mission and model of rehabilitating and habilitating Military Veterans and First Responders.



ADDITIONAL REQUIREMENTS

This position requires:

- Ability to travel throughout New England required.
- Ability to work a flexible schedule, which may include night and weekends.
- Valid driver's license.
- Successful completion of a Criminal Records check.

TO APPLY

Please email your resume and a cover letter to the Executive Search Committee at **Jobs@camp-resilience.org**. In your cover letter, outline your experience and passion for our mission. Please include "Application – Executive Director" in the subject line.

EQUAL OPPORTUNITY EMPLOYER

Camp Resilience is committed to creating a diverse and inclusive work environment. We encourage candidates from all backgrounds to apply and bring their unique perspectives to our organization.

We are committed to providing equal opportunities for persons with disabilities.