



Brazos Valley Community Action Programs (BVCAP) is seeking an Executive Director. Qualified candidates will be an enthusiastic and successful leader with proven management skills and expertise in the non-profit sector.

BVCAP is a spin-off corporation from a 40+ year old non-profit agency. BVCAP provides the following services with a total budget of \$13 million: Head Start, Women Infant & Children (WIC), Energy Assistance, Weatherization, Affordable Housing, Transition-Out-of-Poverty Case Management, and Home Delivered Meals. It is the mission of BVCAP to assist in the empowerment of individuals, families, and communities to reach their full potential economically, educationally, health-wise, culturally, and socially.

The Executive Director is the key management leader of BVCAP. The Executive Director is responsible for overseeing the administration, programs and strategic plan of the organization. Other key duties include fundraising and community outreach. The position reports directly to the Board of Directors.

The successful candidate will have:

- Bachelor's degree
- 10 years of program management experience within a non-profit agency
- 5 years of administration level experience with oversight of grants, budgets and personnel.
- Experience working with culturally diverse clients and staff
- Experience working with community and government leaders
- Ability to communicate effectively in oral and written form
- Passion to empower individuals, families and communities

Applications will be accepted through September 30, 2017

Apply by sending a resume and cover letter with salary requirements to:

Executive Director Search Committee  
Brazos Valley Community Action Programs  
1733 Briarcrest Drive, Suite 111  
Bryan, Texas 77802