



## JOB NOTICE

### **EXECUTIVE DIRECTOR**

The Workforce Solutions Capital Area Workforce Board is seeking a high-energy and innovative professional to strategically guide the organization and the regional workforce system. Workforce Solutions Capital Area is a 501(c)(3) nonprofit organization that connects people to jobs. We are a recognized leader in workforce development. Our reputation is built upon collaboration, innovation and accountability.

Workforce Solutions Capital Area has an annual budget of over \$35 million with a team of 30 staff. Approximately 93% of our funding comes from state/federal resources with 7% from local government, foundations and special grants.

The Executive Director provides leadership and executive management to the organization. Works with the Board of Directors to establish and promote a strategic vision and plan throughout the community. Builds collaborative and productive relationships in support the Board's mission and goals. Has broad authority in carrying out the day-to-day operations of the organization. Works with a high level of business ethics and professionalism.

- Bachelor's degree required, Master's preferred
- Minimum of 5 years senior level management experience in workforce development or relevant field required
- Must be willing to relocate to Austin/Travis County if hired.

For information on the job description, compensation package and instructions on how to apply visit [www.wfscapitalarea.com/AboutUs/JoinOurLeadershipTeam.ASPX](http://www.wfscapitalarea.com/AboutUs/JoinOurLeadershipTeam.ASPX). **NO PHONE CALLS or EMAILS PLEASE.** Position is open until filled.

**Workforce Solutions is an equal opportunity employer. Auxiliary aids and services are available upon request to persons with disabilities. Relay Texas: 1-800-735-2989 (TDD)/711 Voice**