



Executive Director

The Police Activities League of SW Washington (PAL of SWWA) seeks an experienced, engaging, and visionary **Executive Director** to join our growing team. The Executive Director champions our mission of building positive relationships between law enforcement and youth through community-based educational and recreational programs. PAL empowers young people to make life enriching choices resulting in decreased local juvenile crime rates.

The Executive Director serves as the leader and visionary for the Police Activities League of SW Washington. The position holder will provide leadership to a team of four including three Program Coordinators and the Director of Development. This position is located in **Vancouver, WA**.

PAL Executive Director Core Responsibilities:

In partnership with our engaged Board of Directors, the ED is responsible for building a sustainable organization; creating an annual strategic plan; serving as the community ambassador for PAL of SWWA; strengthening and developing relationships in the community with donors and partners; and creating space where PAL's mission of building positive relationships between law enforcement and youth can thrive. Each core responsibility is achieved through a strong commitment to diversity, equity, inclusion, and accessibility.

To learn more about **PAL of SWWA**, we invite you to visit our website: <https://palofswwa.org/>

What could PAL offer you?

- **A competitive compensation package with an annual salary in the range of \$80,000-\$90,000** depending upon experience.
- Three weeks of PTO accrued annually.
- 11 paid holidays.
- Tuition reimbursement.
- Simple IRA retirement savings plan; up to 3% employer match.
- Health insurance reimbursement plan.
- Typical work schedule is M-F 8 AM – 5 PM; evening and weekend work as needed to support programs. We offer mutually beneficial scheduling flexibility.
- A convenient office location in **Vancouver, WA**.
- Work that is fast-paced and goal-oriented.
- A dynamic team that is supportive, friendly and fun.
- A collaborative, mission-focused organizational culture.
- **An opportunity to make a difference in our community!**

What skills and experience could you bring to the PAL team?

- **Three+ years of nonprofit leadership experience** to include operations, organizational representation, programs, budget management, fundraising, strategic planning and team development.

- **Four-year degree or equivalent combination of education and 5+ years of applicable experience.**
- Demonstrated ability to provide organizational leadership during a time of growth.
- Proven ability to read, interpret and communicate financial reports.
- Past experience working with a nonprofit Board of Directors.
- Effective written and verbal communication skills.
- Excellent mentoring and coaching skills to lead, support and build our valued employee and volunteer teams.
- **You champion a positive, inclusive, diverse and equitable work environment.**
- Inspiring, energetic, creative and mission-focused.
- Professional and confident with a strong work ethic, integrity and reliability.
- Demonstrated ability to network and reach out to diverse community members and colleagues to develop and maintain positive, professional relationships.
- Cheerful and adept at handling competing priorities; flexible and adaptive based on organizational needs.
- Familiarity with Windows-based computer applications and MS Office programs including Word, Excel and Outlook.
- **You are available to work occasional evenings and weekends to support PAL activities and events.**
- **You have the ability to pass an in-depth, police background check conducted by the Vancouver Police Department.**

Application Process:

For consideration, please email the following to our interview process facilitator at:

PAL@Tlandassociates.com

1. **Résumé** including work history (months and years)
2. A **cover letter** sharing how you would support PAL in living out its mission while maintaining a commitment to diversity, equity, inclusion, & accessibility.

Reference and background checks are conducted with finalist candidate(s) as part of our interview process. **The Executive Director position is available immediately and will remain open until filled.**

The Police Activities League of SW Washington is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, veteran status, marital status or any other protected characteristic. Our organization is also committed to compliance with all fair employment practices regarding citizenship and immigration status.