



Executive Director - Pet Partners (multiple locations; select chapter of choice)

Pet Partners' mission is to improve human health and well-being through the human-animal bond. More than forty years since the organization's inception, the science that proves these benefits has become indisputable.

Pet Partners is the national leader in demonstrating and promoting animal-assisted therapy, activities and education. Pet Partners registers handlers of multiple species as volunteer teams providing animal-assisted interventions as well as advocating for the human health benefits associated with the human-animal bond. We have more than 13,000 volunteer teams registered across all 50 states, and the impact of their interactions is felt three million times a year.

Pet Partners continues to evolve and grow! We are excited to announce we will be adding staff at the community level by forming chapters that will offer additional support beyond the existing resources available from our International Headquarters (IHQ) in Bellevue, WA.

We will start with the formation of 5 chapters in 2019, hiring a local Executive Director for each chapter. The 5 markets where the chapters will be located are:

- Arizona (Phoenix)
- Southern California (Los Angeles area)
- Connecticut (location to be determined)
- Illinois (Chicago)
- North Texas (Dallas/Ft. Worth)

Once our Executive Directors are in place, another round of position openings will be announced for Program Coordinators in each of the 5 chapter locations. These new staff will work closely with the staff at IHQ to develop best practices for future chapters to follow.

Executive Director

The Executive Director will be responsible for all activity within their chapter's local area, including but not limited to: fundraising, mission delivery, and marketing, PR and communications and will work closely with IHQ staff to address accounting, internal control, gift management, and technology needs. The successful candidate will truly value volunteers and work closely with volunteer committees to grow the Therapy Animal Program, identify and support local needs, generate the resources to fund chapter activities, and support the nationwide development of new curriculum and initiatives.

The ideal candidate will hold a bachelor's degree or equivalent, plus a minimum of four years related experience as a staff member with fundraising responsibility in a non-profit organization; or equivalent combination of education and experience. Pet Partners seeks candidates with extensive knowledge in the broad menu of fundraising strategies with an emphasis on special events and a track record of fundraising success, including the ability to launch successful new initiatives. To view

the complete job description for this position, please visit our website at www.petpartners.org, and click on About Us / Careers at Pet Partners.

Pet Partners is on an aggressive timeline to fill these critical Executive Director positions. Prioritization for interviews will be given to candidates who meet the above requirements and who have a proven track record in the respective local market for developing successful internal and external relationships, developing strong and productive partnerships with staff and volunteers, and successfully managing financial responsibilities.

Executive Director positions are full-time; salary DOE with full benefits package. Pet Partners does not pay for relocation expenses.

We offer a unique work environment, competitive salary and benefits package including medical, dental and vision benefits, a 403(b) retirement plan, life insurance, long-term disability insurance, paid sick leave, vacation, holidays and staff appreciation days. Pet Partners does not cover relocation expenses.

To apply:

To apply, please submit a cover letter and résumé and cover letter via email to careers@petpartners.org.

Note in the Subject Line which chapter location you are applying for (AZ, CA, CT, IL, or TX)

No phone calls please. No recruiting assistance desired.

Resumes will be accepted through January 25, 2019.

Our process:

Receipt of your email application will be acknowledged, but only those individuals who are selected for a phone screening interview will be contacted.

A background check will be conducted on finalist(s) for each position.

Pet Partners is an Equal Opportunity Employer.