

**Director of Membership**

**Des Moines, IA**

One of the largest nonsectarian, community-based organizations with nearly 6,000 chapters and almost a quarter of a million members, the International Chapter of the P.E.O. (Philanthropic Educational Organization) Sisterhood has brought together over its history more than a half a million women in the U.S. and Canada who are passionate about helping women advance through education, while supporting and motivating them.

In 2019, the P.E.O. Sisterhood celebrated its 150th anniversary. This was a time of honoring the advancement of women, educating women, sharing loving concern for fellow members, and motivating women to achieve their highest aspirations. The next Director of Membership will have the opportunity to work in close collaboration with the Executive Director, the Executive Board and the Membership Committee to navigate through our “new normal” and what that looks like for the members of P.E.O. and how our traditions will be affected. There is a desire to continue to grow membership and attract the next generations of women in a way that is meaningful to them. The organization has focused its membership efforts in the US and Canada, historically, but have awarded grants and scholarships to women around the world. The opportunity to expand P.E.O.’s membership footprint beyond North America is exciting.

Reporting to the Executive Director, the Director of Membership’s primary goal is to develop, evaluate, and oversee the strategic membership programs and initiatives of P.E.O. with a keen attention to measurable outcomes. This includes creating and achieving strategies surrounding the growth, engagement, and retention of the membership in P.E.O.

We seek a proven membership professional who has consistently demonstrated the highest standards of practice through demonstrated positive results in membership growth, engagement, and retention. The ideal candidate will possess in-depth knowledge and understanding of all aspects of membership expertise. This person will have the emotional and professional maturity necessary to address all aspects of membership expertise.

Should be accustomed to working in an environment where success is achieved through close internal collaboration, integrity, a balance of data-driven and intuitive skills, and a willingness to “roll up the sleeves” to get the job done. This person should possess the subject matter expertise to help craft a vision for a comprehensive membership plan, marshalling good business and analytical skills, sound judgment, excellent verbal and written communication skills, and strong administrative abilities. Membership in the International Chapter of P.E.O. Sisterhood is highly preferred. A Bachelor’s degree from an accredited college or university is required. Demonstration of continuing professional education would be highly desirable.

To apply, submit a current resume and letter of introduction to Kittleman & Associates, LLC at https://ww2.kittlemansearch.com/Jobs

For more information about P.E.O. visit www.peointernational.org