

Lincoln Trail Area Development District Domestic Violence Shelter Agency
Executive Director
Position Advertisement Posting

ZeroV, the state Domestic Violence Coalition, is seeking an experienced and dedicated **Executive Director** to serve as a leader for a designated domestic violence program in the Lincoln Trail Area Development District. This position will provide leadership and oversight of the agency, shelter operations, staff, programs, finances, grants, and community partnerships.

The Executive Director will work closely with the agency Board of Directors to advance the agency's mission and ensure the delivery of safe, confidential, survivor-centered services to victims of domestic violence and their families. The position also serves as a community representative and works collaboratively with ZeroV and local community partners to strengthen domestic violence services and prevention efforts.

Qualifications: Bachelor's degree preferred in public/business administration, social work, human services, or a related field; at least five years of community social service experience and five years of management/supervisory experience. Candidates must demonstrate a strong commitment to ending intimate partner violence and an understanding of domestic violence services. Candidates must also have a deep knowledge of funding requirements, specifically federal funding requirements and the Code of Federal Regulations. Candidates must have a willingness to work with others, including people who have experienced trauma.

Key strengths include: nonprofit leadership, staff supervision, financial and budget management, grant writing and compliance, program oversight, community engagement, strong communication, confidentiality, and the ability to manage multiple priorities in a 24-hour shelter environment. Strong computer literacy and communication skills are also a strength for this position.

The successful candidate will demonstrate:

1. Knowledge of the essential components of quality social service delivery and the ability to implement, monitor, and evaluate effective services.
2. Knowledge and demonstrated ability in organizational budgeting, financial monitoring, accounting, and payroll.
3. Strong knowledge of nonprofit management and grant-funded program operations.
4. Strong understanding of federal, state, and other funding requirements, including applicable federal regulations and the Code of Federal Regulations.
5. Demonstrated experience with grant writing, grant management, compliance, and reporting.
6. Knowledge of effective supervisory practices and staff development.

7. Understanding of the unique needs and experiences of victims of domestic violence and their families.
8. Ability to maintain strict confidentiality and appropriately safeguard sensitive information.
9. Strong organizational skills and the ability to prioritize and manage multiple responsibilities simultaneously.
10. Ability to respond effectively and professionally to emergencies, changing circumstances, and competing organizational priorities.
11. Ability to monitor, interpret, and utilize agency records, data, and statistics to inform decision-making and program improvement.
12. Proficiency with standard computer applications and technology used in nonprofit administration.
13. Ability to provide leadership and support for domestic violence prevention and community education efforts.
14. Strong written, verbal, interpersonal, and public-speaking skills.
15. Ability to establish and maintain effective relationships with staff, Board members, clients, funders, community partners, and other stakeholders.
16. Ability to pass required suitability/background checks.
17. Flexibility and willingness to provide leadership and support outside of traditional business hours due to the 24-hour nature of shelter operations.

Location: Region of the Lincoln Trail Area Development District (LTADD), which includes the counties of Breckinridge, Grayson, Hardin, LaRue, Marion, Meade, Nelson, and Washington Counties. Work related travel within the LTADD and to Frankfort.

To apply for this position, please submit a cover letter and resume to:
ltadded@zerov.org.

This agency is an Equal Opportunity Employer. The agency does not discriminate based on race, color, religion, sex, national origin, age, disability, genetic information, veteran status, or any other legally protected status under federal, state, or local law.