

PATRIOT RESILIENT LEADER INSTITUTE

Executive Director Information

Patriot Resilient Leader Institute (PRLI), home of Camp Resilience, is seeking a dynamic leader to serve as the agency's first Executive Director. Reporting to the Board of Directors, the Executive Director is responsible for the organization's consistent achievement of its mission and financial objectives. The Executive Director assures that PRLI has a long-range strategy for promoting the mission of the agency and ensures its financial growth and stability.

The ideal candidate is a career veteran and first responder with an understanding of current trends relating to overall wellness. In addition, the candidate will have significant and demonstrated experience in program development, managing volunteers, fund development and marketing as well as the ability to effectively carry out plans and policies authorized by the Board. The Executive Director will develop positive relationships with key stakeholders, including corporations and funders, individual donors, veteran service organizations, and government agencies.

Organizational Description:

The Patriot Resilient Leader Institute (PRLI) is a 501(c)(3) public charity based in Gilford, New Hampshire that recognizes the long-standing sacrifices of Veterans and First Responders. Through this organization, Camp Resilience came to fruition by offering therapeutic retreats tailored specifically for Veterans, First Responders, and their families. Using the picturesque Lakes Region in New Hampshire as the backdrop for an outdoor classroom, the Retreats combine experiential learning activities supplemented with peer-to-peer counseling. The Retreats include life skills workshops, coordinated by active and retired Veterans, VA clinicians and psychologists. These retreats help Heroes recover their physical and mental agility.

Founded in 2014 by a small group of Veterans and enthusiastic community leaders, Patriot Resilient Leadership Institute has welcomed over 759 participants across New England, to 81 Camp Resilience retreats. Staffed primarily by devoted volunteers and community leaders, the organization has two paid employees, a full time Program Coordinator, and a part time Donor Development Coordinator. Both employees support the Board of Directors by supplementing and identifying potential funding sources.

Throughout New England, Camp Resilience has earned praise for improving the quality of lives for Veterans, their families, and local First Responders. Camp Resilience has earned its steadfast reputation for unwavering commitment to supporting the life of every Veteran and every First Responder.

POSITION DESCRIPTION

POSITION: Executive Director

FSLA: Exempt

AGENCY: Patriot Resilient Leader Institute

STATUS: Full-time

REPORTS TO: Board of Directors

GENERAL POSITION DESCRIPTION

The Executive Director reports to the Board of Directors and is responsible for Patriot Resilient Leader Institute's (PRLI) consistent achievement of its mission and financial objectives. The Executive Director assures that PRLI has a long-range strategy for promoting the mission of the agency and ensuring financial growth and stability. The Executive Director provides leadership in developing program, organizational, and financial plans with the Board of Directors and carries out plans and policies authorized by the Board. The Executive Director stays apprised of trends relating to the wellness of Veterans and first responders as well as significant developments in these fields.

The Executive Director is responsible for overseeing all aspects of the organization, including marketing and fundraising and ensures that the agency is operating efficiently and effectively to meet business goals. The Executive Director acts as the face of the organization, working closely with the Board of Directors, government officials, and the general public. The Executive Director also ensures that staff members align with the mission and vision of PRLI and work together to successfully achieve strategic objectives, while prioritizing communication, recognition, and collaboration.

KEY RESPONSIBILITIES

- Develop and implement strategic plans to meet business goals and objectives created in partnership with the Board of Directors.
- Recruit and develop staff and volunteers.
- Ensure commitment to and compliance with all applicable laws and regulations across the organization.
- Create a culture of transparency and communication throughout the organization.
- Develop positive relationships with key stakeholders, including corporations and funders, individual donors, Veteran service organizations, and government agencies.
- Keep the Board of Directors informed on the status of the organization and any outside factors of influence.
- Maintain responsibility for the recruitment, employment, and release of all personnel, whether paid staff members or volunteers.
- Recruit Board members and ensure leadership development.
- Work closely with the Executive Committee, Board of Directors, and Advisory Boards on any and all other organizational matters.
- Other duties as assigned.

EDUCATION, EXPERIENCE, AND SKILLS REQUIRED

- Higher education (Master's degree in Business Administration or a related field, preferred)
- Previous experience in military service (Retired military, highly preferred / Veteran, preferred)
- Demonstrated experience in working with organizations that rely on volunteer workers
- Proven ability to develop and implement successful strategic plans
- Understanding of financial strategies and finance-related performance metrics

- Strong aptitude for verbal and written communication, presentation, and relationship development
- In-depth knowledge of best practices in management and governance

ADDITIONAL REQUIREMENTS

This position requires:

1. Ability to travel required.
2. Ability to work a flexible schedule, which may include night and weekends
3. Ability to tolerate prolonged sitting and/or standing and to lift up to approximately 25 pounds to waist high level whenever necessary
4. Valid driver's license
5. Criminal Records check