



Job Posting

Employment Opportunity

Position Available: EXECUTIVE DIRECTOR

Reports to: BOARD OF DIRECTORS

Contact: DAVID PLOWRIGHT

Posting Date: APRIL 21, 2008

Deadline: All applications must be received by MAY 19, 2008

Required Qualifications / Responsibilities:

1. Graduate degree in the social services field (candidates with Bachelor's degree plus strong leadership potential will be considered).
2. Extensive knowledge of ICF/MR programs and regulations, the HCB Waiver, and Specialized Family Care.
3. Effective communication skills a must.
4. Must possess well-developed leadership skills to oversee operations of the organization through an excellent management team.
5. Activities include motivating others to perform at the highest level while overseeing programmatic, financial, planning, and administrative activities.
6. Represents the Potomac Center in the community, and on state and national levels through participation in associations and committees.

Submit a résumé and salary requirements to:

David Plowright, Executive Director
Potomac Center, Inc.
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Romney, WV 26757
Or e-mail to:
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