



Job Opening: Executive Director

MERCI Clinic is currently accepting applications for the position of Executive Director to lead clinic operations in Eastern North Carolina. MERCI Clinic provides quality health care, dental care and pharmacy services to residents of Craven, Jones and Pamlico Counties with limited income. MERCI Clinic is a 501(c)3 organization.

The Executive Director represents the MERCI Clinic in the community. He/she interacts with stakeholders, sponsors, regulators, and supporting organizations with the highest standards of integrity and ethical behavior. The position is responsible for fundraising events, budget management, human resources, program development, board development and strategic planning execution in cooperation with the Board of Directors.

Qualifications:

Bachelor's degree in relevant field

Successful grant writing and grant management experience

Successful fundraising experience

Demonstrated leadership skills

Financial management experience: budgeting, cost control, reporting, forecasting

Experience working with Board of Directors and volunteers preferred

Non-profit experience preferred

Experience building successful partnerships with other community entities

Salary is commensurate with experience and education.

Anticipated starting hire date should be by mid-December 2018.

Interested individuals should submit a resume and cover letter to apply@merciclinic.org for consideration. Deadline for submissions is 11/16/18 by 5pm. All inquiries will be held in confidence.