

**JOB TITLE: EXECUTIVE DIRECTOR, GLEAN KENTUCKY, INC.**

**LOCATION:** Lexington, Kentucky

**TYPE:** Full-Time, exempt from overtime pay

**SALARY:** \$60,000-\$70,000

**ABOUT US**

Glean Kentucky, Inc. is a small but impactful nonprofit dedicated to reducing food waste and hunger in Kentucky. Our mission is to nourish Kentucky's hungry with healthy, fresh produce while fostering a sustainable and compassionate community. Glean Kentucky bridges the gap between programs working with food-insecure populations and sources of excess fresh fruits and vegetables. Every day, our dedicated volunteers pick up produce that can't be sold but is otherwise perfectly edible and deliver it to one of over 100 partner recipient sites in the communities where we serve.

**POSITION OVERVIEW**

The Executive Director (ED), who must be in Central Kentucky, serves as the key management leader of Glean Kentucky, overseeing the administration, programs, and strategic plan of the organization. Key responsibilities include fundraising, marketing, and community outreach. The ED position reports directly to the Board of Directors and works in close collaboration with staff, volunteers, and community partners to advance the organization's impact and sustainability. The position offers an opportunity for a hybrid work schedule that includes a mix of office, travel, and remote work.

**KEY RESPONSIBILITIES**

Leadership & Management

- Lead the organization in a manner that supports and guides its mission as defined by the Board of Directors.
- Supervise and collaborate with staff, including the program and development directors.
- Implement strategic plans, policies, and initiatives to ensure the organization's ongoing success and sustainability.
- Ensure effective systems to track progress and regularly evaluate program components to measure success and make necessary adjustments.

Fundraising & Development

- Develop and execute a comprehensive fundraising strategy, including grant writing, donor cultivation, major gifts, corporate partnerships, and special events to secure diverse and robust revenue streams.
- Oversee and monitor fundraising efforts to ensure goals are achieved, and proactively identify and implement corrective actions when targets are not met.

Strong People Management Skills

- Proven experience in leading, managing, and developing a diverse team of staff and volunteers, with a focus on leadership development and individual success.
- Demonstrated success in conflict resolution, team building, and motivating individuals to achieve both personal and organizational goals, fostering a cohesive and productive work environment.

### Financial Management

- Develop and manage the annual budget in collaboration with the Board of Directors, ensuring alignment with Glean’s strategic goals and financial capacity.
- Ensure financial stability by overseeing sound fiscal practices, including budgeting, reporting, and audit processes.

### Community Engagement & Outreach

- Act as the primary spokesperson for the organization, effectively communicating the mission and goals to the community, partners, and media.
- Build and maintain strong, strategic relationships with local farms, markets, other produce suppliers, volunteers, and local organizations that feed people who are facing food insecurity.

### Board Governance

- Collaborate with the Board of Directors in developing and implementing the organization’s strategic vision.
- Provide the Board with timely and accurate information to support informed decision-making and governance.
- Assist in recruiting and developing Board members as needed to ensure a strong and diverse Board that reflects the community.

### **QUALIFICATIONS**

- Bachelor’s degree in nonprofit management, business administration, or related field.
- Minimum of 3 years of leadership experience in nonprofit management, with a proven track record in fundraising, team management, community outreach, and financial oversight.
- Strong understanding of food security issues and experience working with agricultural, or food distribution networks is highly desirable.
- Excellent communication skills, both written and verbal.
- Proficiency in using nonprofit management software and tools.
- Ability to participate in gleaning/lift and carry up to 50 pounds continuously.

### **How To Apply**

Interested candidates should submit a resume, cover letter, and three professional references to [hiring@gleanky.org](mailto:hiring@gleanky.org) by the end of the day, September 28. In your cover letter, please describe your experience in nonprofit leadership and your vision for advancing the mission of Glean Kentucky.

Glean Kentucky is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.