



Vice President of Operations

Preble Street is seeking a Vice President (VP) of Operations to lead the operational and administrative functions that provide essential support to the agency in its work toward ending homelessness, hunger, and poverty. Preble Street is a dynamic, mission-driven nonprofit organization with a \$15 million budget, 275+ staff, and multiple federal, state, and private funding sources. A key member of the executive management team, the VP of Operations is accountable for executing strategy and for the overall management of the Agency's operations and administrative functions.

Requirements

To be successful in this position, the VP of Operations must be a mission-driven, strategic and tactical thinker; an active leader who can support, manage, and communicate effectively with all operations and administrative departments and teams; able to create and support sustainable, effective operational systems and processes; and adept at responding to and managing change.

The preferred combination of education and relevant experience for this position includes a graduate degree in law, nonprofit management, public administration, business, or related field, and significant, senior management experience in operational functions, such as Human Resources, facilities management, vendor management, vendor negotiations, Board interaction and a strong understanding of information technology.

Minimum requirements include a bachelor's degree in a relevant field and significant, senior management experience in Human Resources and in the nonprofit, social services sector.

Compensation and Benefits

- This is a full-time, exempt position, offering competitive compensation
- Medical w/100% employer paid option
- Dental w/100% employer paid option
- Vision • Employer Paid Life, STD, and LTD
- 403(b) retirement plan w/ employer match
- Generous Vacation, Sick and Personal time package
- 12 Paid Holidays
- Optional supplemental Life, Critical Illness, and AD&D options

To Apply

Please submit an application, cover letter, and resume to: humanresources@preblestreet.org

Please note: Automatically-generated confirmations of receipt will be sent in response to applications sent via email. *Only those candidates selected for interviews will be otherwise contacted. Preble Street, a 501(c)(3) nonprofit agency, has been working since 1975 to provide best practice social services that meet urgent needs and end hunger and homelessness for individuals and families in Maine living in poverty. Operating from seven sites in Portland, Lewiston, and Bangor, Preble Street programs include Street Outreach Collaborative, Maine Medical Center-Preble Street Learning Collaborative, Food Programs, Maine Hunger Initiative, Advocacy, Veterans Housing Services, Logan Place, Florence House, Huston Commons, Teen Services, Anti-Trafficking Services, and Homeless Voices for Justice. Preble Street is an equal opportunity employer that does not discriminate on the basis of race, religion, color, national origin, sex, military status, age, disability, sexual orientation, gender identity, genetic information, creed, citizenship status, or any other characteristic protected by federal, state or local laws. This policy applies to all of Preble Street's hiring practices, and all terms and conditions of employment.*