

Employment Opportunity

Job Title: Executive Director - Independent Living Center of Southern California (ILCSC)

The ILCSC is in need of an experienced C level executive, who can take charge and lead the ILCSC into the future with expanded operations, new services, and a strong desire to continue and enhance the public service and support provided to the disabled community of all ages. The Executive Director will work out of the Van Nuys Administrative Office beside a team of highly dedicated administrative staff.

The ILCSC is a 501 (C)3 non-profit agency that serves persons with a wide range of disabilities toward full independence in their local community. From employment preparation, independent living skills training, peer counseling, finding accessible housing, obtaining government benefits, and finding the support they need to move forward in life, the agency has assisted tens of thousands of disabled adults, youth and seniors to complete their goals. The agency has been in operation since 1976, one of the first nationwide. The ILCSC serves an average of over 3,000 clients a year from its five locations in the geographic area of the San Fernando Valley, Burbank, Glendale, Santa Clarita, Antelope Valley and Northern Los Angeles County.

The ILCSC staff, supported by the volunteer Board of Directors, work very hard throughout the geographic areas we serve to enhance the lives of our clients. We work with various Federal, State, County and City grant sources along with private donors to provide the resources needed to support our current programs and services and to expand into new services, as needed by the people we serve. The dedicated staff, who work diligently to serve our clients and those who volunteer to assist the center, have made the agency successful and allowed us to make a difference in the communities.

The individual chosen to become our new Executive Director will have prior experience working with nonprofit organizations and their Board of Directors, a personal knowledge and/or understanding of those impacted by disabilities, some knowledge regarding revenue sourcing and reporting, the motivation to want to make a difference in their community, and will

have the pre-requisite formal education and on the job experience to manage a staff of 20-25.

If you are interested in becoming our Executive Director, please email us at ilcsc@ilcsc.org . Inform us of your desire to apply, provide us with your resume and references, and we will set a time / date for you to tour the ILCSC facilities and get to know our daily operations better. Please visit our website at: www.ilcsc.org

For those who are selected for interviews, a specific date, time and location will be provided for an initial meeting with our current Executive Director. If you are chosen for a second interview, that will be hosted by our Board Personnel Committee and a detailed job description will be provided. The final candidates will have a third interview and standard background checks will be completed prior to making an offer.

Compensation: Annual salary offered will depend upon prior experience.

Standard health insurance, vacation, sick leave, retirement plans and other benefits will be provided.

The ILCSC is an Equal Opportunity Employer and applicants with a disability(ies) are encouraged to apply.