

**Executive Director  
Be Aware Foundation**

**Date: June 23, 2009**

**Job Title: Executive Director**

**Mission: Be Aware Foundation**

**About the Organization:**

**Be Aware Foundation provides educational programs designed to save lives by inspiring women to follow early detection guidelines for breast cancer.**

**About the Position:**

**The Executive Director (ED) of the Be Aware Foundation is responsible for delivering the Foundation's mission to save lives by educating women about the importance of early detection techniques. The ED will report directly to the Board of Directors and work closely with Board members to develop and execute the strategic plan of the Foundation.**

**The Executive Director will have strong business development skills, excellent written and oral communication skills, broad knowledge of website management and social networking sites, strong database management skills to ensure grant data is tracked, and at least five years working for a non-profit in a management role.**

**Qualifications:**

**BA or BS and five years experience in a management role in a non-profit organization, including business development skills, strong IT background and excellent written and oral communication skills.**

**Compensation: Dependent on experience of candidate**

**To Apply / Contact Information:**

**Contact Patti Dodge via email at [pmdodge@cox.net](mailto:pmdodge@cox.net)**

**Deadline: ASAP**