

JOB OPPORTUNITY

Executive Director, Mercy by the Sea

Location

Madison, Connecticut

Description

This is an exciting opportunity to lead a truly unique ministry driven and mission focused organization. Mercy by the Sea (MBTS) is a Retreat and Conference Center founded and sponsored by the Sisters of Mercy, Northeast Community. Since 1974, Mercy has welcomed all who seek to enhance the quality of their lives in a complex, changing world. With an exceptionally beautiful, Long Island Sound location, Mercy by the Sea offers guests a sacred space of peace and tranquility where creativity can flourish and personal, professional and spiritual renewal and growth can take place. There are a myriad of offerings at MBTS including private, directed and group retreats, structured programs, both in-person and virtual as well as space for professional meetings and conferences – all in a serene, quiet, natural setting.

Responsibilities

Responsible for overall operation of Mercy by the Sea and acts to advance and provide interpersonal and strategic leadership, public relations, and fiscal management in accordance with and in a manner consistent with the mission of Mercy by the Sea and the Sisters of Mercy.

QUALIFICATIONS

1. Education:

- a. Bachelor's Degree and senior management experience is required; a Master's Degree is preferred.

2. Experience:

- a. Previous experience in non-profit or charitable organizations preferred. Must have experience in technology-based office management and office support. Requires demonstrated success as an executive with proven multi-tasking capabilities. Ability to effectively prioritize tasks and time demands.
- b. Proven leadership skills and experience, especially in the areas of financial management, budget development, administrative and financial standards relating to non-profit organizations, development and fund raising.

See [full job description](#) here.

For questions or further inquiries, contact:

Fran Rabinowitz, Chair of the Search Committee at frabinowitz@capss.org

Please send cover letter and resume to:

Fran Rabinowitz @ FranRabinowitz@mercybythesea.org

Or mail to:

Fran Rabinowitz
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Electronic submission preferred

Deadline for Submission

April 23, 2021