

Victoria Avenue Forever Board Vacancy

President of Victoria Avenue Forever

Position Description: Organize and Chair Annual and Special Meetings of the Members; Run the annual Election for the Board of Directors; Call and Chair the Board of Directors Meetings; Appoint committees to carry out specific projects or activities; Keep accurate and complete records of all Board activities; Act as primary contact for members of the Corporation, City employees and Elected Officials, members of the community, and other organizations; Write grants and discuss donation options with potential major donors; and Carry out other duties typically required of a non-profit organization.

Minimum Position Requirements: Background in administration and fundraising activities. Have good communication and computer skills. Have an interest in serving the community by supporting the preservation and beautification of Victoria Avenue.

Application Process – Anyone interesting in applying for this opportunity, please send a Letter of Interest and a Resume to our Gmail address: victoriaaveforever@gmail.com.

Thank you

