



EXECUTIVE DIRECTOR

Position Summary:

The Executive Director is to establish the vision and oversee the implementation of the vision for the East Texas Cornerstone Assistance Network.

Responsibilities:

- Set the vision for the organization.
- Develop and maintain the staff needed to fulfill Cornerstone's mission.
- Establish and maintain relationships with local organizations to partner with Cornerstone.
- Operate institution according to best practices in the field of social work.
- Raise money to make possible the mission and ministry of Cornerstone.
- Set and oversee annual budget.
- Guarantee compliance with local, state and federal codes.
- Keep Cornerstone visible in the community and active in helping individuals and organizations succeed.

Accountability:

The Executive Director reports to the Board of Directors.

The mission of the East Texas Cornerstone Assistance Network is to partner, in Christian love, with churches, businesses and other nonprofit agencies to assist people in poverty with life transformation.