



## SISKIYOU OPPORTUNITY CENTER EXECUTIVE DIRECTOR

The Siskiyou Opportunity Center is seeking a new Executive Director to replace its current director, who is retiring after 10 years.

The Siskiyou Opportunity Center (SOC) is a small non-profit organization with an over 50-year history serving the Intellectually and Developmentally Disabled (IDD) adult community in Siskiyou and now Shasta County. The organization provides community integration training by providing vocational training and employment opportunities in order to foster independence, enhance self-esteem, and promote full participation in society, and also offers structured daily activities in a safe and inclusive environment.

The Center is headquartered in Mt. Shasta, with branches in Yreka, Weed, and Redding. SOC has over 60 full and part-time employees and serves about 120 clients. Total monthly payroll, including about 50 working clients, is over \$400,000 monthly. SOC has a fleet of 45 vehicles and a total budget of around \$6 million. Major funding comes from two sources: contract services, staffing, recycling, and a materials recovery facility, and custodial service crews for various public entities, including several roadside rest areas; and Lanterman Act funding through the California Department of Developmental Services.

Mt. Shasta is a small town of 3700 in sparsely populated rural Siskiyou County and located on Interstate 5, it serves as a gateway to world-class recreation opportunities. Mt. Shasta has excellent schools, full-service hospital, and a wide range of businesses including exceptional restaurant choices. Housing costs tend to be above average because of its attraction for tourists, but it retains a “small-town” atmosphere, with friendly neighborhoods and breathtaking scenery.

The Executive Director implements the policy decisions of the board and administers all the programs and services of the organization. The ED will represent the organization to the public and build and sustain relations with the IDD community, service providers, funders, and the relevant government agencies.

**The ideal candidate will exhibit a unique combination of organizational leadership skills along with compassion and support for a diverse IDD client base.**

Significant direct experience working with developmentally disabled individuals is highly desired, as well as a demonstrated understanding of the unique needs of the clients we serve. Experience managing a complex organization (preferably in the non-profit sector) is necessary, including supervising, budgeting, risk management, and personnel. The ability to bring business skills to support the organization's mission of service to clients is required.

The Executive Director will demonstrate strong communications skills – oral, written, and electronic, and must be willing to listen to and understand input from clients, staff, and policy makers with transparency where appropriate. They will demonstrate the ability to motivate, dignify, and inspire both clients and staff, and will foster a collaborative and inclusive environment throughout the organization. And they will be willing to be actively engaged in the day-to-day activities of the Opportunity Center as much as possible, developing relationships with staff and clients, maintaining morale, and supporting the culture of this unique organization.

Candidates must have lifelong learning and educational achievement appropriate to the complexity of the position. A bachelor's or higher degree in behavioral sciences, public administration, or business/finance is highly desirable.

Compensation is negotiable based on experience with a range of \$90,000 to \$110,000. SOC also provides an additional salary increment towards the procurement of health insurance. Other benefits include: Dental/Vision and Life insurance, 403b Tax Sheltered Annuity plan matching (up to 3% after 6 months of employment), paid holidays, sick and vacation accruals.

Resumes and questions should be submitted to Personnel Preference, 150 Boles Street, Weed, CA 96094; fax (530) 938-1445; email [reception@perspref.com](mailto:reception@perspref.com)

Position is open until filled, but to be considered in the initial round, applications must be received by July 25, 2025