



POSITION – EXECUTIVE DIRECTOR

The California Thoroughbred Trainers (CTT) is a nonprofit, mutual benefit corporation that represents the interests of its member thoroughbred trainers in California. With headquarters in Arcadia, California, the organization maintains a permanent branch office in northern California and temporary offices in various locations throughout the state. The organization represents its members before legislative and administrative bodies. Additionally, the organization maintains and/or participates in a backstretch employees' pension plan, a workers' compensation program, and other related enterprises.

The CTT is seeking applicants for the full-time position of Executive Director. The Executive Director executes the decisions of the CTT Board of Directors and is responsible for the day-to-day operation of the organization. This is a highly visible and responsible position, responsibilities include oversight of all programs, budgets, staff, projects, and activities of the organization, the position maintains contact and ongoing communication with regulatory agencies, members and staff, and other industry organizations.

Candidates for this position must hold the minimum of a Bachelors degree; advanced or legal degree preferred. Candidate must possess superior communication and public presentation skills. Candidates with management experience and/or proven organizational and administrative skills are preferred.

Duties:

- Represent members vis-à-vis local, state, or federal government agencies.
- Represent members through directorships on related racing organizations.
- Manage group workers' compensation insurance plan.
- Oversee and safeguard extensive pension plan.
- Conduct board meetings.
- Manage staff of 10-20 employees.

Benefits:

- Salary range: \$80,000-\$120,000 (commensurate with qualifications).
- Health insurance.
- Pension plan.
- Expense account.

Interested applicants should email a cover letter (no longer than one (1) page single-spaced) and résumé to John Sadler and Darrell Vienna, Co-Chairs, Search Committee for the Executive Director of the CTT, at: recruitment@caltrainers.org. For best consideration, please send all applications electronically no later than February 28, 2010.