NOW HIRING: EXECUTIVE DIRECTOR

Stecoah Valley Cultural Arts Center | Robbinsville, NC

Stecoah Valley Cultural Arts Center is seeking an enthusiastic and motivated Executive Director to lead our nonprofit organization dedicated to preserving Southern Appalachian culture, providing arts and educational opportunities, and serving our region.

Position Responsibilities Include:

- Overseeing daily operations, staff, and organizational programs.
- Managing budgets, finances, fundraising, and grant activities.
- Supporting program development and evaluating organizational impact.
- Leading organizational planning, marketing, and community relations.
- Working with the Board of Directors, staff, and volunteers to advance the Center's mission.

Qualifications:

- Experience in nonprofit or organizational management preferred.
- Knowledge of budgeting, grant writing, fundraising, and administration.
- Strong leadership, communication, and organizational skills.
- Computer proficiency, including Microsoft Excel. QuickBooks knowledge preferred.

Compensation and Schedule:

- $20–$22 per hour, depending on qualifications and experience.
- Approximately 35–40 hours per week.
- Flexible schedule with occasional evenings and weekends.
- Training and orientation will be provided to the selected candidate.

How to Apply:

Submit a resume and cover letter to director@stecoahvalleycenter.com or deliver/mail to:

Stecoah Valley Cultural Arts Center
121 Schoolhouse Road
Robbinsville, NC 28771

Application Deadline: Thursday, December 3, 2026

Help us continue celebrating Appalachian culture, supporting the arts, and creating opportunities for our region! For more information or complete job description, please email director@stecoahvalleycenter.com.