Leadership Polk

Program Manager

Polk Vision is a community based, non-profit serving Polk County, Florida that actively identifies and builds awareness of community priorities while promoting partnerships throughout the county. An integral component of Polk Vision is Leadership Polk, the only countywide leadership development program in Polk County.

We seek to fill the Leadership Polk Program Manager position.

The individual filling this critical job manages the Leadership Polk program and acts as the staff liaison to the Leadership Polk Alumni Association.

Essential skills include:

* Bachelors Degree (required)
* the abilities to communicate effectively orally and in writing – as well as someone who enjoys and embraces interacting with different people.
* well organized and attention to detail are mandatory – multi-tasking is a given and the pace can be fast during certain times of the year.
* an entrepreneurial spirit and a strategic thinker are needed to sustain the Leadership Polk program in its annual class cycle.
* grant writing and development experience are preferred.
* a graduate of a local, county, regional, or state leadership program is a plus.

This is a high-profile job perfect for the community-minded individual who can take ownership of the Leadership Polk program. Part-time job averaging 32 hours per week. Competitive wages and benefits. Send resumes to [dselvage@shrllc.com](mailto:dselvage@shrllc.com)