

## Position Announcement

Petworks is the largest animal shelter east of Knoxville, serving western Sullivan County (including all of Kingsport) and a populated part of eastern Hawkins County.

The Executive Director reports directly to the Board of Petworks and is responsible for implementing the strategic plan and overseeing the day-to-day management of the organization including finance, revenue development, public relations, marketing, and community engagement. While the City of Kingsport is the primary funder of Petworks, the shelter has excellent financial support from regional foundations, private companies, and individuals, as well as a growing list of volunteers. In addition to having excellent facilities for dogs and cats, the two-year-old facility includes a spay and neuter clinic, medical check-in room, quarantine rooms, exotic animal area, in house store/gift shop, fenced in exercise area, and is adjacent to a two-acre public dog park.

Full job description available upon request by email: [campbell67@charter.net](mailto:campbell67@charter.net)

Compensation: \$42,000 – 60,000, health insurance; financial consideration for successful grants received

Please submit cover letter, resume, and references to Petworks Executive Director Search, P.O. Box 7545, 1001 N. Eastman Rd., Kingsport, TN 37664, or email [campbell67@charter.net](mailto:campbell67@charter.net)