Kansas Adult Care Executives (KACE), a statewide professional association organized to meet the needs of the adult care home administrator/operator, is seeking a full-time executive director. This is an excellent opportunity for an energetic, organized person with good interpersonal skills. The association has been serving members since 1972 out of its Topeka office and currently serves more than 300 members.

This person will be expected to actively engage the membership and represent the association publically and in the legislative arena. One major responsibility of the executive director is to coordinate the development and implementation of educational programs for the adult care executive.  Other duties will include involvement on state committees, Board activities, budget preparation and fiscal oversight, and staff supervision.

Required qualifications include a bachelor’s degree, demonstrated leadership abilities, organizational and strategic planning skills, and conference planning and implementation. Preferred qualifications include an advanced degree and experience in the long-term care field.

Detailed job description can be located at [www.kaceks.org](http://www.kaceks.org). Please mail resume and references to: KACE, 1505 SW Fairlawn Rd. Suite B, Topeka, KS 66604 by Friday, August 3, 2018.