



Centro para el Desarrollo Económico Latino

Latino Economic Development Center (LEDC), a non profit community economic development organization is hiring a Full time, bilingual (English and Spanish) workforce development program director with proven experience on the following areas:

- Fund development
- Human resources management
- Organizational, program and resource development
- Finances and administration
- Community outreach

Selected applicant will be working in the Twin cities area selected towns and cities in greater MN, with occasional travel to other states in the US. This position is under the supervision of the President and CEO.

Preferred Qualifications:

- 3 years of business administration or more of college, university or equivalent experience on an executive level position
- Proven strong workforce development, training and placement experience
- Strong fund raising abilities
- Able to multitask, and to work well under pressure
- Very reliable, with a positive attitude, self directed, and strong attention to detail
- Strong written and oral communication skills.
- Fully bilingual (English/Spanish)
- Own reliable transportation

Competitive salary commensurate with qualifications and experience

Please e-mail or send a written resume and cover letter no later than March 10, 2010, to the attention of:

Ramon Leon, President and CEO
Latino Economic Development Center
1516 E. Lake St. Suite 201
Minneapolis, MN 55407
E-mail address: ramon@ledc-mn.org
No phone calls or walk ins, please

Latino Economic Development Center is an equal opportunity employer