



**Job Title:** Executive Directors

**Organization:** Kansas Pharmacists Associations

**Location:** Topeka, KS

**Job Type:** Full Time

**Overview:** The Kansas Pharmacists Association is seeking a dedicated and enthusiastic Executive Director to lead our organization forward. This person will be responsible for overseeing all operational aspects of the Association, guiding in strategic direction, managing staff and interns, engaging members, liaising with stakeholders, and advocating for the profession at the state and national level.

**Salary:** \$110,000 - \$140,000 depending on experience.

**Benefits:** Flexible schedule, medical stipend, bonus opportunities based on performance, PTO, vehicle stipend, retirement plan

**Responsibilities:**

- Lead the strategic and operational planning for the organization in alignment with the Board of Directors.
- Oversee the day-to-day operations of the Association, including budgeting, program development, and staff management.
- Represent and advocate for the Association and its members at industry events, legislative meetings, and other external forums.
- Foster relationships with key stakeholders, including government agencies, industry partners, other professional organizations, and community leaders.
- Drive membership growth and engagement through effective marketing, events, and communications strategies.
- Provide updates and reports to the Board of Directors on organizational performance and progress towards strategic goals.
- Work collaboratively with the Board of Directors to develop policies, procedures, and guidelines that adhere to legal and ethical standards.

**Qualifications:**

- Experience in a leadership position in the healthcare sector or professional association. (Preferred)
- Familiarity with the pharmaceutical industry and its regulatory environment.
- Excellent strategic planning and organization skills.
- Proven experience in budget management and fiscal responsibility.

- Exceptional communication skills, both written and oral, with the ability to effectively present to diverse audiences.
- Demonstrated ability to build relationships with key stakeholders and partners.
- Understanding of the challenges and opportunities facing the pharmacy profession today.
- Ability to travel as required for meetings, conferences, and other events.

**About the Kansas Pharmacists Association:**

The Kansas Pharmacists Association is a non-profit professional organization that represents pharmacists across the state of Kansas. Our mission is to advocate for the pharmacy profession, provide professional development opportunities, and promote the role of pharmacists in patient care. We are an Equal Opportunity Employer and do not discriminate on the basis of race, color, religion, gender, sexual orientation, national origin, age, disability, or any other legally protected characteristics. Qualified applicants should submit their resume and cover letter to [apply@ksrx.org](mailto:apply@ksrx.org) outlining their experience and why they are a good fit for this position.