**The Cookeville/Putnam County Animal Shelter** is now accepting applications for Director. Work performed includes overseeing all day to day operations of the CPCAS, including hands-on daily tasks. Responsibilities include providing strong leadership for the overall direction, coordination, performance, evaluation and fiscal stewardship of the Shelter guided by the mission and policies as established by the Animal Control Board. Serves as liaison between the Board, volunteers, key stakeholders, government officials, and citizens of Putnam County. Hires, supervises and evaluates staff; assures operations comply with all federal, state, and local laws and regulations; maintains monthly financials; researches and applies for grants; responsible for fundraising, marketing, public relations, financial and legal affairs;  High school education or equivalent and valid TN drivers’ license are required.  Bachelor’s degree and increasingly responsible administrative and managerial experience, or a combination of experience and training are required.  Must possess or be willing to obtain State of Tennessee certification in euthanasia procedure within six months of hire date is required.  Must be able to work a flexible schedule. Pay range $41,516 - $62,275  DOQ and Exp. Applications/resumes must be submitted online at [www.cookeville-tn.gov](http://www.cookeville-tn.gov/)  by 4:30 pm Friday, October 5, 2018. EOE