



Contact:
Melinda Burge, Executive Director
The Community Fund of Bronxville, Eastchester, Tuckahoe
17 Sagamore Road, Bronxville, NY 10708
914 337-8808

FOR IMMEDIATE RELEASE

Community Fund Announces Search for New Executive Director is Underway

Written by Donna Ruhanen, Marketing Chair of The Community Fund
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The Community Fund of Bronxville Eastchester Tuckahoe, Inc. announces that it is conducting a search for a new Executive Director.

The Fund's current Executive Director, Melinda Burge will be stepping down as of June 30th of this year after holding the position for seven years. In her Letter of Resignation to the Board Ms. Burge noted, "These past eight years serving first as Asst. Director and then Executive Director of The Community Fund have truly been one of the most rewarding experiences in my professional career. I have thoroughly enjoyed working with the talented and dedicated individuals who have served on The Community Fund's Board of Directors, as well as our Community Leaders and the agencies that provide such vital services to our residents." Ms. Burge also commented, "I have often said we are incredibly lucky to live in a community with so many services at our fingertips. If I may add to that - we are also incredibly lucky to have an organization like The Community Fund. By providing essential funding, guidance and administrative support to its member agencies, The Community Fund plays an important role in our everyday lives by ensuring essential services are made available to residents when needed."

Since 1919, The Community Fund has been supporting social services in our area. Originally founded to assist Lawrence Hospital manage the flu epidemic after World War I, The Fund has helped respond to both on-going community needs and emergencies ever since. During the last 10 years alone, the Community Fund has provided over \$5.5 million to the Bronxville, Eastchester and Tuckahoe communities.

To be considered for the position, candidates should be able to demonstrate leadership with not-for-profit groups and experience in fund-raising and working with volunteers and community leaders. Knowledge of the Bronxville, Eastchester, and Tuckahoe communities is also necessary. The Executive Director supports the Board of Directors in its goal to fund agencies and projects that meet the highest community needs and priorities. The Executive Director oversees all aspects of the fundraising process, the evaluation process of agency recipients, the allocation of grant funds and all office administration, including personnel and publicity.

Click [here](#) for a more detailed description outlining desired qualifications and job responsibilities. Interested candidates should forward their resume and cover letter to Jim Rotenberg, Chair of the Board's Search Committee, care of Melinda Burge mburge@thecommunityfund.org on or before June 7, 2017.