



**COUNCIL ON AGING OF ST. LUCIE, INC.**  
INVITES YOUR INTEREST IN THE POSITION OF  
**PRESIDENT/CEO**

# THE COMMUNITY

Located along the beautiful Atlantic Coast in southeast Florida, St. Lucie County is about 120 miles south of Orlando and 60 miles north of West Palm Beach. Known as the Jewel of the Treasure Coast, the County has a subtropical climate with mild winters and warm, breezy summers. It has a unique blend of old Florida and new, fast-growing communities, with all the amenities, attractions, and adventures that provide an exceptional quality of life.

Known for its coastal charm, growing economy, and strong sense of community, the area also has miles of pristine shoreline, vibrant neighborhoods, expanding business sectors, and convenient access to major metropolitan areas including Palm Beach, Orlando, Tampa, and Miami.

The area continues to experience significant population growth, particularly among older adults seeking Florida's favorable climate and lifestyle. This demographic shift increases both the demand for and the opportunity to provide innovative, responsive, and sustainable senior services.

The Council on Aging of St. Lucie (COASL) plays a central role in ensuring that seniors can age safely, independently, and with dignity in this dynamic and expanding community.

## THE ORGANIZATION

Founded in 1973 by 25 dedicated volunteers, the Council on Aging of St. Lucie, Inc. (COASL) has proudly served the community for over 50 years. COASL is the designated lead agency for senior services in St. Lucie County and contracts with the Florida Department of Elder Affairs through the Treasure Coast Area Agency on Aging. COASL operates with an annual board-approved budget exceeding \$6.1 million and provides services to more than 25,000 seniors annually.

The agency provides a variety of services including the following Core Service Areas:

- **Case Management & In-Home Services:** Coordinating individualized care plans to prevent institutional placement and support aging in place.



- **Nutrition & Meals Programs:** Over 234,000 meals provided annually through Meals on Wheels and congregate dining programs.
  - **Adult Day Care Services:** A supervised, supportive environment serving frail seniors and individuals experiencing cognitive or physical challenges.
  - **Transportation Services (Community Transit):** Provides more than 30,000 trips annually, with a 100% ADA-accessible fleet.
  - **Outreach and Consumer Services:** 8,000+ consumer calls annually and hundreds of outreach engagements.
  - **Better Life Homecare:** Providing essential in-home support to maintain independence.

COASL is a financially sound and responsible, forward-focused agency with over 44 staff members and is supported by volunteers who share a deep commitment to service.

## THE POSITION

The President/CEO leads and manages the operations of COASL, overseeing leadership and management of a coordinated program of home and community-based services designed to address problems of the aging population in St. Lucie County. In this executive role, the President/CEO serves as the primary advisor to the Board of Directors, gathering and analyzing data, identifying challenges, evaluating options, and supporting strategic planning and decision-making.

The duties and responsibilities of the President/CEO include, but are not limited to:

- Directs, coordinates and supervises the planning, development and implementation of aging and social service programs.
- Oversees the identification and pursuit of grant and funding opportunities, ensuring the preparation of high-quality applications aligned with organizational priorities. Oversees the strategic planning of approved fundraising initiatives and special events to support long-term financial sustainability.
- Coordinates grant and funding application processes with federal, state and local agencies and officials.
- Identifies and mobilizes community resources to support and further program aims.

- Ensures the ongoing financial integrity and sustainability of the organization through fiscal management, transparency, and adherence to approved budgets and financial policies.
- Knowledge of and responsibility for all federal, state and local requirements for competitive procurement and contract management.
- Works with the CFO to forecast annual budget needs and oversees the development and management of multiple budgets aligned with organizational goals and strategic priorities.
- Understanding and approval of payroll and program expenditure allocations and appropriate level of reporting.
- Awareness of areas of potential liability and ability to protect the Board, staff, and clients from such.
- Ensures compliance with all required Federal, State and local regulations.
- Responsible for ensuring adequate agency insurance coverage, i.e. liability, director and officer, vehicle, facility, etc.
- Creates positions and internal structure to meet organizational needs.
- Responsible for hiring and termination of all staff members.
- Establishes and maintains clear performance standards and expectations for all employees.
- Maintains a climate that attracts, retains, and motivates top-quality people, both professionals and volunteers.
- Complies with all federal and state regulations concerning all Human Resources areas.
- Works closely with a variety of community social and health providing agencies, both public and private, with responsibility for expediting the establishment of a coordinated service delivery system and the establishment of new community resources in order to provide efficient and effective services.
- Identifies, develops, and oversees programs that address the unmet needs of the senior population. Evaluates existing services, explores new service line opportunities, and ensures the Board is informed on how changes in service delivery may impact clients, organizational operations, and financial status.
- Responsible for the development and administration of the appropriate service delivery.
- Guides the overall operations of the organization, ensuring effective day-to-day management through a strong and capable leadership team.
- Serves as a local advocate for senior citizens to facilitate that necessary resources are made available to



- address their needs and provide opportunities for seniors' input.
- Interprets and applies federal, state and local regulations governing program administration and grant management.
- Establishes program standards of performance and quality of service and monitors to ensure that standards are maintained.
- Researches, implements, and assures compliance of all FTA and FDOT rules and regulations.
- Advises the Board of Directors on personnel policies, compensation, benefits, and related matters, ensuring compliance with all legal and regulatory standards, while also overseeing the implementation and enforcement of organizational policies.
- Makes sound recommendations for Board action and facilitates the decision-making process.
- Informs the Board of Directors of organizational activities, progress, and challenges.
- Conducts orientations for new Board members and provides ongoing education, guidance, and support to ensure the Board fulfills its responsibilities effectively.
- Delivers feedback in a constructive, respectful, and solutions-oriented manner that supports growth and accountability.
- In the event of a declared disaster or a state of emergency, the President/ CEO shall direct the implementation of emergency relief measures and/or actions as prescribed by the COASL Disaster Preparedness Plan. All actions under this plan shall be for the purpose of ensuring the health,

safety, and welfare of the elderly in the disaster area.

- Other related duties as assigned.

## THE IDEAL CANDIDATE

The President/CEO must demonstrate strong leadership, excellent communication skills, and the ability to build relationships across business, medical, political, and social sectors. A solid understanding of public relations, fundraising, and a deep commitment to public service are essential.

The ideal candidate is a strategic, mission-driven executive with strong operational leadership and a deep commitment to serving seniors. This individual will have experience leading complex, multi-program organizations and managing multi-million-dollar budgets, with a solid understanding of federal, state, and local funding regulations. Financially astute and forward-thinking, the candidate will bring expertise in grant procurement, fundraising, and long-term financial sustainability.

The successful candidate will demonstrate knowledge of social service administration, regulatory compliance, and financial management, along with exceptional communication skills. The ability to inspire staff, foster a strong organizational culture, and maintain high performance standards is essential. Experience serving or advocating for senior populations is strongly preferred. The President/CEO will be accessible, personable, and approachable, and maintain a courteous and professional demeanor at all times.

Requirements include a Bachelor's degree in Social Science, Health Services or Business Administration from an accredited college or university. Master's degree preferred. Seven years of proven administrative, leadership, and supervisory experience in a similar position in social, economic, health and/or rehabilitative services; preference will be given to those sensitive to the needs of the elderly gained through experience in the planning, design and implementation of programs for the elderly; additional years of leadership experience may substitute for education.



## COMPENSATION

The starting salary is competitive and commensurate with qualifications and experience. COASL offers a comprehensive benefits package. Florida does not have a state income tax.

## TO APPLY

If you are interested in this outstanding opportunity, visit [www.SRNsearch.com](http://www.SRNsearch.com) and apply online. The first review of resumes will take place on April 13, 2026; the position is open until filled. Resumes will be screened according to the qualifications outlined above. Screening interviews with the most qualified applicants will be conducted by S. Renée Narloch & Associates to determine a select group of finalist candidates who will be asked to provide references; references will be contacted only following candidate consent. Final interviews will be held with COASL Board of Directors. Candidates will be advised of the status of the recruitment following the selection of the President/CEO. Questions regarding this recruitment should be directed to:

Mr. Elliott Pervinich, Vice President

S. Renée Narloch & Associates

[info@SRNsearch.com](mailto:info@SRNsearch.com) | 850.391.0000

[www.SRNsearch.com](http://www.SRNsearch.com)

*Council on Aging of St. Lucie, Inc., is an equal-opportunity employer. In accordance with Florida's Public Records/Sunshine Laws, resumes and applications are subject to public disclosure.*

