



## Executive Director Position

### The First Tee Greater Wichita Summary

January 2020

The First Tee Greater Wichita is an independent 501(c)3 nonprofit organization. It began operation in May 2016 and is the Greater Wichita licensee of The First Tee program, a youth development organization founded to positively impact the lives of young people by providing educational programs that build character, instill life-enhancing values and promote healthy choices through the game of golf. The First Tee offers programs in all 50 states and in six international locations and is supported nationally by the leading organization in golf including the Masters Tournament, LPGA, PGA of America, PGA Tour and United States Golf Association. Since its inception in 1997, The First Tee has reached and positively impacted more than 15 million kids. The First Tee reaches young people on golf courses, in elementary schools and in other youth-serving organization through three programs:

- **Life Skills Experience (LSE):** This program is offered on “green grass facilities” bringing kids to local golf courses. Strategically located to serve youth throughout the Wichita and surrounding areas, we offer programs at Terradyne Country Club (east side), MacDonald Golf Course (mid-town), and Tex Consolver (west side). Our license of Greater Wichita includes the five surrounding counties. Golf courses located in some of these cities have shown an interest in providing The First Tee programs and we are facilitating their efforts. The program features a curriculum known as “9 Core Values” that was developed with the help of academic, sport psychology, youth development, and golf experts. Life Skills Experience is delivered by trained coaches. Participants learn to apply life skills and transfer the positive values of golf to everyday life.
- **National School Program (NSP):** This program introduces elementary students to the game of golf, Nine Core Values and Nine Healthy Habits during their regular physical education classes. It creates an environment where young people experience the lifelong sport of golf while learning basic golf motor skills and the inherent values of the game. Physical educators receive professional development training and are provided age appropriate curriculum and equipment for effective implementation into their programs. The First Tee Greater Wichita currently has 60 participating elementary schools.
- **DRIVE (Develop Rewarding, Inspiring Values for Everyone):** This is an after-school program that is a fun and engaging opportunity for young people. Created with youth-development professionals and volunteer leaders in mind, the program modifies traditional sports including baseball, football, bowling and tennis, to incorporate the four basic golf shots: putt, chip, pitch and full swing. Each activity empowers young people to explore their abilities and develop life-enhancing value along the way by integrating Nine Core Values in each lesson. The First Tee Greater Wichita currently partners with six other youth-development organizations.

The First Tee Greater Wichita is reaching over 25,000 kids through our three programs and is well positioned to continue to grow its impact in the coming years. Construction of The First Tee Learning Center and Steve Hatchett Youth Golf Campus should be completed in 2020. Located on the west edge of MacDonald Golf Course, a complete experience from learning the basics to playing 18 holes will be accessible. This will serve as the home office for First Tee staff and provide a facility to begin implementation of a tutoring and mentoring program. Indoor and outdoor hitting bays will make available year-round programming in a safe environment for all junior golfers.

### **About the Position**

The Executive Director will be the public face and internal engine of The First Tee Greater Wichita and be responsible for ensuring the continued growth to positively impact the lives of Greater Wichita youth. The Executive Director will provide overall management of all fiscal operations, lead all fundraising efforts, manage the organization's committees, implement the organization's policies and procedures with a strong focus on risk management and provide detailed reports to the Board of Directors. The Executive Director must embody The First Tee's strong commitment to the youth served and promote the organization throughout the community.

#### **Key criteria for success of this role include:**

- Strong fundraising skills, understanding that fundraising is the heartbeat of a nonprofit. Creation of a robust development plan including engagement with individuals, corporations and foundations.
- Community engagement to expand the reach and awareness, educating families, donors, partners and stakeholders about The First Tee's successful work with youth.
- Business experience that guides daily decision making for a healthy overall organization that include budgets, insurance needs, staffing, program growth, marketing and bookkeeping.
- Communication and organizational skills to work effectively with staff, volunteers, the general public, partners, donors and the Board of Directors.
- Entrepreneurial vision that can translate into a strategy to effectively execute a plan for reaching goals.
- Networking and building relationships.

### **Candidate Profile**

#### **Passion for The First Tee Greater Wichita Mission**

The Executive Director will have a passion for positively impacting young people through the game of golf to achieve the organization's mission and goals. The Executive Director will consistently strive for excellence to all participants, parents, volunteers and co-workers in a manner that reflects The First Tee's Nine Core Values of: Honesty, Integrity, Sportsmanship, Respect, Confidence, Responsibility, Perseverance, Courtesy, and Judgment.

#### **Proven Fundraiser**

The Executive Director will work in a collaborative manner, building relationships and promoting The First Tee Greater Wichita. The Executive Director will be a demonstrated or emergent leader in the field of development with conceptual knowledge of fundraising and development trends with an ability to leverage relationships and partnership opportunities. The Executive Director will work in close collaboration with the Board to identify, approach and cultivate partners and donors to help advance the organization's objectives by strengthening and

diversifying the organization's funding sources. The Executive Director will adopt a creative approach to expanding and deepening new and existing donor support and will build strong brand awareness throughout South Central Kansas.

### **Entrepreneurial Mindset**

The Executive Director must be self-motivated and entrepreneurial in nature. The Executive Director will be working in a fast-paced environment needing to prioritize and balance many tasks. The First Tee Greater Wichita is structured in such a way that requires the same ingenuity and resourcefulness required of an entrepreneur running a similarly sized for-profit organization. In order to meet this requirement, the Executive Director will have a track record of motivating and inspiring others to achieve impact through teamwork and leveraging individual strengths to meet organizational goals.

### **Strategic Leader**

The Executive Director will be a strategic leader who, with the Board, will set and articulate a vision for the organization. They will share in the development of the strategic plan including the fundraising, public relations, finance and programming goals and lead its implementation. The Executive Director will have strong financial, operational, and staff-management experience to continually improve The First Tee Greater Wichita's outcomes.

### **Charismatic Communicator**

The Executive Director is responsible for effectively conveying the First Tee's mission and priorities to a range of constituents. As the external voice of the organization, the Executive Director will share and promote the organization's purpose to its current supporting community and future stakeholders, including donors, the Board, staff, partners, youth and parents. The Executive Director will need to be a dynamic, energetic and credible leader.

### **Professional Qualifications**

- Significant executive level business management or non-profit management experience
- Strong understanding of and connections within Wichita
- An understanding of the non-profit sector in Wichita
- Proven track record in raising money including the ability to connect, listen, and close.
- The successful candidate will have had significant experience in fundraising initiatives and projects
- Conversant in the game of the golf
- Extensive experience in strategic planning
- Proven ability in strong fiscal management and resource development
- Experience in managing fundraising events, golf tournaments, and other large-scale events
- Effective written and oral communication skills.
- Strong organizational skills
- Bachelor's degree
- Ability to analyze and report statistical data
- Experience in public relations and mediation relations
- Experience in youth development or youth sports
- Working knowledge of office computer functions and other electronic equipment
- Knowledge of the basics of the game of golf
- Computer and database knowledge
- Able to work flexible schedule

**Compensation**

Open and negotiable depending on qualifications and experience, with a starting salary in the range of \$65,000.00 to \$75,000.00. A health insurance stipend for employee is available.

**Application Process**

Please email resumes and cover letters to Tom West, Board President, The First Tee Greater Wichita at: [golfpards@me.com](mailto:golfpards@me.com)

Application materials provided after **February 15, 2020** may not be considered.

The First Tee Greater Wichita will reach out to applicants that meet its qualification requirements to continue the interviewing process. Because of the number of applicants, the First Tee Greater Wichita will not directly reply to each submission of application materials.