



Executive Director First Tee, Greater Kansas City

Organization:

The First Tee of Greater Kansas City puts youth **on course for life**. We teach Nine Core Values™ including honesty, integrity, respect, perseverance, and responsibility, to youth of all racial, ethnic and economic backgrounds by using the game of golf. This imparts life skills that benefit youth in all aspects of life and on the course. Through our curriculum and group coaching we mentor their commitment to character and introduce them to golf, actively encouraging their love of a sport that develops character and can last their lifetime.

For more information, visit firstteekc.org.

Mission:

To impact the lives of young people in the Greater Kansas City area by providing learning opportunities and educational programs that promote character development and life-enhancing values through the game of golf.

Position Summary:

Our next Executive Director (ED) will be a donor-centric, solutions-oriented leader who can design creative and effective development strategies, implement fundraising plans, and oversee agency operations. This person will engage and actively lead Board members, employees, donors, and volunteers by fostering their passion for our youth development work. Our ED will communicate program and donor impact quantitatively as well as qualitatively, and aggressively grow agency resources and partnerships to maintain and enhance our agency's stature in our community and in our national organization. As the public face of the agency, our ED will be an energetic youth development advocate with donors, prospects, golf enthusiasts, and other stakeholders.

Responsibilities:

Strategy: Our ED will lead the Board in strategic planning to align and coordinate efforts to grow agency operations, programs, and resources. Our ED will create an annual development plan supporting our strategic plan, assisted by pre-contracted consultants. Annual budgets proposed to the Board by the ED will reflect strategic priorities and include benchmark metrics for regular monitoring and reporting. It is anticipated that our development strategy will

continuously evolve toward more sustainable, donor-centric, philanthropic relationships, and depend less upon transactional, event-based activities.

Fundraising: Our ED will spend a majority of their time identifying, cultivating, soliciting, and stewarding contributed revenues to support the agency while also activating key volunteers and partners to provide meaningful assistance. Volunteer and partner engagement will be promoted through specific requests for assistance in carrying out objectives. As with the annual budget, our ED will help establish revenue goals tied to strategic priorities and share quantitative progress assessments. Creative, donor-centric stewardship is to be complemented by relationship- and mission-based acquisition of new donors of all levels, including major donors with the capacity to make five-, six-, and seven figure gifts in response to integrated fundraising proposals. Initially, our ED will have primary responsibility for all aspects of grant research, writing and management, as well as primary responsibility for fundraising events, including recruiting, motivating and managing volunteers.

Marketing: Our national organization is currently rolling out new branding and guidelines. Our ED will leverage national collateral with recently-created brand insight work for our local chapter to promote our approach to youth development through golf. Our ED will be our storyteller-in-residence and communicate our donor-centric stories of impact and opportunities to change youth lives by putting them on course for life.

Management & Compliance: Our ED will provide energetic leadership, support, and recruitment assistance to our 15-member Board of Directors; delegate to and oversee a Program Director; and plan and oversee growth of our office infrastructure as resources allow. Our ED will be our liaison to the national organization, and strategically engage leaders from other chapters regarding innovative practices.

With the support of the Board of Directors, our ED will be freed of as many general administrative duties as resources allow in order to more effectively pursue development efforts. Administrative and volunteer assistance will be sought to oversee duties such as payroll and accounting; insurance, facilities, and equipment procurement and management; website and social media updates; and program volunteer coordination. This is intended to promote and support immediate progress toward strategic development goals.

Qualifications:

- Nonprofit executive experience in the Kansas City philanthropic community with demonstrated history of success in coordinating and implementing integrated fundraising strategies, grant / proposal writing, fundraising events, major gifts, campaigns, donor relationship building, and planned giving;

- Nonprofit executive experience with P&L responsibility, budgeting, fiscal management, management of staff and volunteers (including working directly with, and developing, a governing Board), partner alliances, and procurement of resources for direct-service programs;
- Passionate youth development ambassador with experience promoting access to and involvement in programs by youth participants of all racial, ethnic and economic backgrounds, their families, volunteers, donors, donor prospects, and allied partners;
- General knowledge of sports and enthusiasm for golf and prior direct experience with youth development programming preferred;
- Confident strategic thinker and tactical actor, driven by conviction and knowledge, reliant on data analytics and context to inform decision-making, with the fortitude to guide others in these practices;
- Excellent, transparent, and inclusive communicator who follows through and follows up; willing to share thoughts and observations; and who consistently treats others equitably and with respect;
- Well-organized and energetic lead-by-example doer, committed to personal excellence in leadership and execution who will uphold ethical standards and values of the nonprofit profession and the agency;
- Knowledgeable professional but also an avid and enthusiastic learner willing to ask questions and pursue professional development for self as well as staff and volunteers, fostering an active culture of philanthropic service and teamwork;
- Degrees, credentials, and/or certifications are laudable, but not as important as showing up with significant experience, excited to excel at a job you love, persistently and contagiously motivating others by your mission-based, donor- and participant-centric drive.

Organizational Values:

The First Tee of Greater Kansas City emphasizes Nine Core Values™ applicable to sports, home, school, and community: honesty, integrity, sportsmanship, respect, confidence, responsibility, perseverance, courtesy, and judgement. Our ED will be expected to exemplify these values in their everyday life and in the management of our chapter.

To Apply:

Please submit a cover letter detailing your experience directly related to the Responsibilities & Qualifications of the position, along with your resume to firstteekc@gmail.com

Questions may be directed to: firstteekc@gmail.com

Please note that candidates invited for interviews should expect to provide detailed examples of prior fundraising campaigns, donor engagement stories, board development endeavors, and

fiscal growth within other nonprofit settings. Finalist candidates will be requested to provide references from an array of sources, including colleagues, stakeholders, mentors, and volunteers who can speak to candidate relationship building and development activities. Any offer of employment will be contingent on satisfactory background and reference checks given that our programs involve minors.

Deadline:

September 16, 2020. The First Tee of Greater Kansas City has the right to accelerate or extend the closing date of this position at any time.

Job Type:

Full Time, Exempt

Salary:

Commensurate with experience. Salary growth and incentives are possible in future years based on sustainable fundraising successes.

Equal Employment Opportunity Statement:

The First Tee of Greater Kansas City is an equal opportunity employer, valuing diversity and inclusion. Our policy is to comply with all federal and/or state laws regarding equal employment opportunity as they relate to employees and applicants for employment. Accordingly, personnel decisions are made without regard to race, creed, color, religion, national origin, age, sex, disability, marital status, sexual preference or veteran status.