



## **POSITION:**

Chief Executive Officer, First Tee – Los Angeles

## **ORGANIZATION**

First Tee – Los Angeles will create experiences that build character to empower kids through a lifetime of new challenges and continuous personal growth. By seamlessly integrating the game of golf with a life skills curriculum, First Tee – Los Angeles creates active learning experiences that build inner strength, self-confidence and resilience that kids can carry to everything they do. These character education programs are offered at golf courses, schools and youth centers throughout Los Angeles County.

## **POSITION SUMMARY**

The Chief Executive Officer (CEO) will provide leadership and direction to fulfill the organization's mission. Inspired by a genuine passion for empowering and helping youth succeed in life, s/he will work diligently to promote and expand the efforts of the organization.

Reporting to and partnering with the Board of Directors, the CEO will have overall strategic and operational responsibility for First Tee – Los Angeles staff, programs, expansion and execution of the strategic plan with a strong emphasis on fundraising.

The CEO will be a highly visible member of the community, representing First Tee – Los Angeles throughout the community. S/he will embody the First Tee's strong commitment to its youth and will promote the organization throughout the community, accelerating its impact, resource development and brand recognition.

The CEO will be instrumental in helping First Tee – Los Angeles achieve its potential.

*Key Criteria for success of the role include:*

- Achieving strong fundraising success through a robust development program, including expanded engagement with individuals, corporations and foundations
- Embodying a clear, inspiring, entrepreneurial vision and guiding the team to translate those strategies into effectively executed plans
- Partnering effectively with the Board of Directors and staff to build on the success of the program to continually innovate and improve outcomes for youth
- Ensuring program effectiveness through evaluation of quantitative and qualitative program analytics to articulate a comprehensive impact story
- Expand and scale First Tee's programming in additional high-priority, at risk Los Angeles County neighborhoods

## RESPONSIBILITIES

*Strategy:* CEO will lead, along with the board, to develop strategies and goals to align and coordinate efforts to grow operations, programs and resources. CEO will create an annual development plan supporting the strategic plan.

*Fundraising:* CEO, along with the Board, will identify, cultivate, solicit and steward contributed revenues to support the organization while also activating key partners and volunteers to provide meaningful assistance. CEO will 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 retain major gifts.

*Governance:* The CEO and the board will work together, collaboratively, to determine how the organization can best achieve its mission. The CEO will support and guide each committee in their roles and responsibilities.

*Marketing:* The CEO will leverage national collateral with recently created brand insight work for First Tee – Los Angeles to promote local approach to youth development through the game of golf. CEO will be the local storyteller-in-residence and communicate the donor-centric stories of impact and opportunities to empower kids by putting them on course for life.

*Management & Compliance:* CEO will provide energetic leadership, support, and recruitment assistance to the Board of Directors; delegate and oversee staff, and plan

and oversee growth of organization. CEO will ensure chapter maintains compliance with national organization.

## QUALIFICATIONS

- Executive experience in the Los Angeles 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
- Executive experience with profit and loss, budgeting, and fiscal management. Management of staff and volunteers (including 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, 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, 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; ability 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

## TO APPLY

Please submit a cover letter detailing your experience related to the Responsibilities & Qualifications, along with your resume to Pepper Peete [pepperpeete@firsttee.org](mailto:pepperpeete@firsttee.org)

Closing date for this position is March 31<sup>st</sup> First Tee – Los Angeles has the right to accelerate or extend the closing date of this position at any time.

## SALARY RANGE and JOB TYPE

Compensation will be commensurate with experience including base salary, bonus opportunity, and competitive benefits package. Full Time, Exempt

**Equal Employment Opportunity Statement:**

First Tee – Los Angeles 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.