



POSITION:

Position Title:	Executive Director
Accountable To:	Board of Directors
Classification:	Salaried/Full-time
Compensation:	\$70,000-\$80,000

ORGANIZATION

Since 1990, Hogan's Jr. Golf Heroes has been creating experiences that build character to empower kids through a lifetime of new challenges and continuous personal growth. In 2002, Hogan's Jr. Golf Heroes merged with the First Tee to create the First Tee – Omaha, a 501(C)(3) non-profit organization. By seamlessly integrating the game of golf with a life skills curriculum, First Tee – Omaha 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 currently offered at 8 golf courses, several schools and youth centers in the community, with the goal of continued growth.

POSITION SUMMARY

The Executive Director (ED) 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 ED will have overall strategic and operational responsibility for First Tee – Omaha staff, programs, expansion and execution of the strategic plan.

The ED will be a highly visible member of the community, representing First Tee – Omaha throughout the service area. 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 ED will be instrumental in helping First Tee – Omaha achieve its full 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 neighborhoods.
- Ability to collaborate effectively with the Board of Directors to develop strong board governance and fundraising practices.

RESPONSIBILITIES

Strategy: The ED will lead, along with the board, the development of strategies and goals to align and coordinate efforts to grow agency operations, programs, and resources. The ED will create an annual development plan supporting First Tee – Omaha's strategic plan. The ED will have fiscal responsibility of the organization along with responsibility to budget and forecast to align with the strategic plan.

Fundraising: The ED, along with the Board, will implement a comprehensive fund development plan that identifies, prospects, cultivates, solicits, and stewards broad-based funding streams to support the organization. The ED will identify prospects for fundraising and develop and cultivate ongoing relationships with donors to meet financial goals to develop a long-term diversified funding base. The ED will establish revenue goals tied to strategic priorities and share quantitative progress assessments. This will include identifying and cultivating major donors; supporting grant proposals; securing sponsorships, and all other aspects to ensure capital, operational and programmatic needs are met.

Programs: The ED will manage and provide guidance to programming staff. Programming duties include strategic oversight to ensure program alignment to overall mission, development of appropriate instructional programs, and compliance to First Tee HQ's requirements.



Governance. The ED and the board will work together, collaboratively, to determine how the organization can best achieve its mission. The ED will support each committee in their roles and responsibilities as well as communicate and inform the board and its committees of critical developments in a timely and effective manner. Preparing and presenting at board meetings, recruiting and onboarding of new members, and ensuring abidance of legal and ethical standards are included.

Marketing. The ED will leverage national collateral with recently created brand insight work for First Tee – Omaha to promote a local approach to youth development through the game of golf. The ED 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. The ED will continue to raise the public profile of First Tee – Omaha by serving as the spokesperson and advocate for the organization, as well as being a visible, visionary, and influential leader and fundraiser in the community.

Management & Compliance. The ED will manage, monitor, and oversee all financial reporting including management of budget and revenue. The ED will oversee facilities, insurance procurement, risk management and operational management. The ED will maintain strong lines of communication between First Tee – Omaha and First Tee Headquarters. She/he will ensure the chapter maintains compliance with First Tee Headquarters and the requirements laid out in the Chapter License Agreement and Guidelines & Policies. The ED will attend First Tee Networking Conferences, Regional Meetings, and additional network training. The ED will network with other Chapters and exchange best management practice ideas. Additionally, the ED will execute all other duties tasked by the Board of Directors.

QUALIFICATIONS

- Deep commitment to the mission of First Tee – Omaha, which includes:
 - Reaching all kids with an emphasis on underserved and underrepresented groups (with respect to ethnicity, gender and socio-economic status)
 - A willingness to embrace the game of golf and the opportunities it provides all young people;
- At least 5 years of executive and/or management experience including considerable experience in fundraising, grant/proposal writing, fundraising events, major gifts, campaigns, donor relationship building, and planned giving;



- Experience leading large-scale fundraising efforts including events and relationship management;
- Executive experience with profit and loss, budgeting, fiscal management. Management of staff and volunteers (including developing a governing Board), partner alliances, and procurement of resources for direct-service programs;
- Multifaceted leader willing to embrace a “start-up” nonprofit culture and help the chapter stand apart in a competitive nonprofit landscape;
- 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;
- Strong knowledge 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.

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

Closing date for this position is January 30, 2023. First Tee – Omaha has the right to accelerate or extend the closing date of this position at any time.

SALARY RANGE and JOB TYPE

Base salary range between \$70,000-\$80,000 commensurate with experience including bonus opportunity, and competitive benefits package.

Full Time, Exempt

Equal Employment Opportunity Statement:

First Tee - Omaha 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.