



POSITION

Chief Executive Officer, First Tee – Greater Washington, DC

ORGANIZATION

Founded in 1999, First Tee – Greater Washington, DC (FTGWD) creates 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, FTGWD creates active learning experiences that build inner strength, self-confidence and resilience that kids can carry to everything they do.

FTGWD delivers programming at 25 program sites throughout the Greater Washington, DC area. In addition to these dedicated sites, the organization collaborates with more than 300 schools and community partners to introduce golf and life skills to youth who may not otherwise have access to the game. As of 2025, almost 190,000 young people have participated in FTGWD programs and initiatives.

Over the past twenty-five years, the organization has expanded and created more opportunities for learning, mentorship, and personal growth. A chapter of the national First Tee network, FTGWD, is well positioned to grow its impact significantly in the coming years.

For more information, please visit: www.firstteedc.org.

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, they will work diligently to promote and expand the efforts of the chapter.

Reporting to and partnering with the Board of Directors, the CEO will have overall strategic and operational responsibility for FTGWD staff, programs, expansion and execution of the strategic plan to ensure organizational sustainability.

The organization has seven full-time staff with an operating budget of approximately \$2 million budget funded through a mix of individual support, corporate partnerships and annual events.

The CEO will be a highly visible member of the community, representing FTGWD throughout the region. They 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 FTGWD achieve its full potential.

Key Criteria for success of the role include:

- Achieve strong fundraising success through a robust and diverse development program, including expanded engagement with individuals, corporations and foundations.
- Collaborate with the Board of Directors to maintain and strengthen strong board governance and fundraising practices.
- Expand and scale First Tee's programming in high priority, under-served communities, while fostering a welcoming environment for all.
- Embody a clear, inspiring, entrepreneurial vision and guide the experienced team to translate those strategies into effectively executed plans.
- Work with Board of Directors to form high level partnerships for the purpose of creating a state of the art First Tee Learning Center in Washington, DC.
- Understand and navigate the market and political dynamics unique to the Washington, DC area to position the chapter for success in a fluid environment.
- Partner with the Board of Directors and staff to build on the success of the program to continually innovate and improve outcomes for youth.
- Utilize data to drive decisions related to program expansion & retention, organizational structure, and resource development.
- Ensure program effectiveness through evaluation of quantitative and qualitative program analytics to articulate a comprehensive impact story.



RESPONSIBILITIES

Fundraising: The CEO, with the direction of the Board and Fundraising Committees, identify, cultivate, solicit, and steward donors to support the chapter while also activating key partners and volunteers to provide meaningful assistance. Creative, donor-centric stewardship is to be complemented by relationship and mission-based acquisition of new donors of all levels, including high level donors with the capacity to generate major gifts.

Strategy: The CEO will lead, along with the Board, developing strategies and goals to align and coordinate efforts to deepen impact in the Greater Washington region. The CEO will create an annual development plan supporting the chapter strategic plan. They will have fiscal responsibility of the organization along with responsibility to budget/forecast to align with strategic plan.

Governance: The CEO and the Board will work together, collaboratively, to determine how the organization can best achieve its mission. They will support each committee in their roles and responsibilities and work to facilitate a strong recruitment and development process.

Leadership: The CEO will provide energetic leadership, support, and recruitment assistance to the Board of Directors. They will lead, motivate, manage, and develop a dynamic staff and volunteer base to be passionate about the mission and work effectively together. The CEO will ensure that the organization is effectively staffed, structured, and aligned to meet strategic goals making strategic recommendations for the growth of human resource infrastructure.

Communications & Community Relations: Serve as a representative and spokesperson for FTGWD within the community to build awareness and engage donors, families, community partners, and other stakeholders. Own, cultivate and leverage relationships with key strategic partners to advance FTGWD's mission, reach and impact.

Program Management: The CEO will oversee the implementation of sports-based youth development programs at First Tee program locations. They will work collaboratively with golf course/practice facility operators to ensure sufficient access to conduct First Tee programming. The CEO will ensure effective systems are in place to track progress, regularly evaluate programming and coaches, and quantifiably measure success.

Management & Compliance: The CEO will delegate and oversee staff, and plan and oversee growth plans. They will maintain benchmarked excellence with the national organization.

QUALIFICATIONS

- Executive, non-profit philanthropic experience, 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, fiscal management. Management of staff and volunteers, 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.
- Bachelor's Degree preferred.
- Relationships and knowledge throughout First Tee and Greater Washington are a strong plus.

LOCATION & WORK ARRANGEMENT

This position is based in the Greater Washington, DC area with a regular presence expected across FTGWD's 25 program sites throughout the region. The CEO will work primarily from the Corporate Offices located in Tysons Corner, VA, with flexibility for a hybrid schedule when not visiting program sites, attending events, or meeting with donors and community partners. Regular local travel throughout the DC metro area, including Northern Virginia and suburban Maryland, is an essential function of the role. Occasional travel for national First Tee conferences and events is also expected.

TO APPLY

Please submit a cover letter detailing your experience related to the responsibilities and qualifications, along with your resume to Pepper Peete at pepperpeete@firsttee.org.

SALARY RANGE and JOB TYPE

\$125,000 – \$175,000. Compensation will be commensurate with experience, inclusive of base salary, bonus opportunity, comprehensive benefits package and dedicated private club golf membership.

Full Time, Exempt

Equal Employment Opportunity Statement:

First Tee – Greater Washington, DC 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.