



Full-time Executive Director position opening for the development of the Boys & Girls Club of Manitowoc County.

EXECUTIVE DIRECTOR

The Boys & Girls Clubs of the Fox Valley is searching for an experienced and accomplished non-profit leader to direct the creation of a new Boys & Girls Club in the City of **Manitowoc, Wisconsin**. Core responsibilities during the developmental phase include leadership, fundraising via a multi-year capital campaign, facility development, recruiting and developing a high-performing team of youth serving professionals, marketing and communications, and Board support and development. Ongoing responsibilities will also include operational planning and management, human resource planning, financial planning and management, community relations, advocacy, partnership development, and risk management.

The Executive Director must have the skills, talent and confidence needed to create and sustain a values-based organizational culture that leaves ample room for individual and team autonomy, creates a clear and supported path toward position mastery at all levels in the site's service array, and wherein all staff and volunteers believe at all times their success in fulfilling their role is necessary to the achievement of the Club's mission. The Executive Director will report to the CEO.

Qualifications

The Executive Director position requires a majority combination of the following:

Education and Experience

- A minimum of at least five distinguished years in a leadership role in a BGC or similar non-profit organization.
- Bachelor's degree in organizational leadership, human services or related field from an accredited college or university or equivalent experience.
- Thorough knowledge of the mission, objectives, policies, programs and procedures of Boys & Girls Clubs and the principles and practices of managing youth serving programs and services.

Other Qualifications

- Mission-driven and values-based.
- Exceptional communication skills, both oral and written.
- Self-disciplined, takes initiative remains focused in the face of pressure and does not stagnate or become intimidated in the face of multiple tasks and time limitations.
- Proven ability to establish and maintain effective working relationships with a Board of Directors, staff, community groups, donors, and other related entities.
- Track record of inspiring, engaging and supporting others to deliver superior results.
- Proven ability to work with efficiency, flexibility and good humor.
- Proven ability to exercise tact and diplomacy in diverse settings.
- Proven ability to foster the development of cohesive and resilient teams.
- Operates with excellence in mind in all matters, with the confidence to defend/debate ideas without ego interfering.
- Demonstrated ability to organize, direct, plan and coordinate operations.
- Basic knowledge of asset management including financial resources and property.

To apply, please visit www.bgclubfoxvalley.org/about-us/careers/ or submit your cover letter and resume to ExDirManitowoc@bgclubfoxvalley.org.

***The Boys & Girls Clubs of the Fox Valley
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