



BOYS & GIRLS CLUBS OF KING COUNTY

To inspire and enable all young people, especially those who need us most, to realize their full potential as productive, responsible, and caring citizens.

CHIEF EXECUTIVE OFFICER

REPORTING TO:	BOARD OF DIRECTORS, EXECUTIVE COMMITTEE
TOTAL STAFF:	319
OPERATING BUDGET:	\$14 MILLION
SALARY:	DOQ

Background

The Boys & Girls Clubs of King County (BGCKC) offer a positive place for kids. The more than 50-year-old organization provides a neighborhood safety net and life changing services to more than 16,000 kids annually. The organization serves children and teens from five to 18 years of age from many different neighborhoods, from Ballard and Wallingford to Rainier Valley to Mercer Island. It gives kids a place to call their own, where they can have fun, get a hot meal, be creative, be part of a team, get help with homework or just hang out with friends. BGCKC is a \$14.4 million dollar organization with more than 300 plus employees and many program offerings. It is one of the largest and most respected organizations within the 100 year old Boys & Girls Clubs of America family of clubs, which have influenced the lives of countless numbers of children, helping to shape the future for alumni such as President Clinton, Howard Shultz, Michael Jordan, Denzel Washington, and J Lo to name a few.

Structure

The BGCKC is governed by a corporate board of directors. The management of BGCKC at the County Services Center provides oversight, resource development, accounting, IT and human resources services to the 13 clubs and 28 before and after-school program sites. Each Club is led by a Branch Executive Director or a Club Director and receives guidance from a Branch Advisory Board.

Culture

The employees of BGCKC inspire a sense of community and passion for the mission. Each employee is dedicated to creating a positive culture for children and youth who are growing up in challenging circumstances. The staff often act as family for the children served, providing support as they grow and being there as they make decisions about their futures. In the midst of the recession and the financial uncertainty, the afterschool, camps and personal growth programs have been supplemented by basic services such as hot meals and dental service.





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The Clubs

Each of the clubs within BGCKC provides a safe, fun, and inclusive atmosphere that kids count on. Each of the clubs plays a distinctive role in the surrounding neighborhoods. They include:

[Bainbridge Island](#)

[Shawn and John Goodman Club at Ballard](#)

[EX3 Ron Sandwith Teen Center - Federal Way](#)

[Federal Way](#)

[Kirkland](#)

[Mercer Island](#)

[North Seattle](#)

[Joel E. Smilow Clubhouse and Teen Center -](#)

[Rainier Vista](#)

[Redmond/Sammamish](#)

[Rotary](#)

[Renton/Skyway](#)

[Southwest](#)

[Wallingford](#)



Programs

BGCKC programming revolves around three goals: academic success, good character and citizenship, and healthy lifestyles. The organization offers an astoundingly large number of programs to choose from within each club. BGCKC has received many awards for programs such as the Renway Micro-Society and InfluenceHer. Other highlighted programs include:

Project Learn reinforces and enhances the skills and knowledge young people gain at school through “high-yield” learning activities at the Club.

ClubTech encourages B&GC youth development professionals to utilize computers and state-of-the-art software for all programs offered by Boys & Girls Clubs.

Microsociety allows kids to create their own governments, business ventures and currency, utilizing life skills and learning opportunities in every Club activity.

YouthForce programs develop low income and minority youth into independent learners, able to realize their personal and professional goals.

Three Pillars Strategy

The BGKCK Strategic Plan is supported by three pillars of action with the unifying goal of providing life changing programs to kids and teens.

Program Impact: Attain program goals through measurable outcomes.

Sustainability: Efficiently leverage donor support to better serve kids and staff.

Accountability: Align staff performance with the goals of the organization.



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THE POSITION



The CEO position has a direct impact on children's lives in King County. She/he is the public face of the organization, raising funds and generating visibility in the greater King County community and beyond. In partnership with the Board of Directors, she/he builds lasting relationships with government, civic and education leaders as well as parents, donors and partner organizations.

In addition to the primary goal of resource development, the CEO provides strategic business leadership and inspires an organizational vision. The CEO is responsible for ensuring that the organization operates in support of the mission, vision and strategic goals. She/he oversees the entire organization but has only five direct reports. The position

includes managing leadership staff and direct reports, and providing HR, resource development, marketing, internal and external communications, accounting and IT support for the clubs. She/he designs and implements plans, policies, and initiatives to enable all clubs to provide consistent, high quality services that further the organization's mission while ensuring financial sustainability of the county collective.

NEAR TERM PRIORITIES

Financial Stability: The selected candidate will revive the short-term financial health of the organization and ensure its long-term financial sustainability after years of revenue and expense challenges. The Board of Directors will require that the CEO meets the budget for 2011-2012 which ends on June 30, 2012.

Gain Knowledge and Build Trust: The selected candidate will need to immediately get connected with club staff and local club board members. They will spend time on-site at each club, reaching out to the organizational staff and volunteers as an advisor and coach. She/he will work diligently and passionately to build trust and to gain an understanding of each club's demographics, challenges, needs and strengths. The new CEO will practice fundamental fairness to ensure that all team members feel heard and supported.

Operational Insight and Delivery: The new CEO must dramatically impact the organization by leading with inspiration, strong management skills and full accountability. The right person will look for ways to drive efficiencies and best practices across the clubs, while creating a sense of collaboration and support.

Fundraising: Meeting the donor community will be a priority for the new CEO. She/he will seek support from current donors and recruit new donors in order to meet or exceed the annual budget. She/he will also drive a partner strategy to gain critical support from community, foundation and government funding organizations.



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NEAR TERM PRIORITIES CONTD.

Governance and Board Development: The new CEO needs to build an open, honest relationship with the corporate Board of Directors and the local club boards. Ideally, the candidate will provide a strong knowledge of effective governance. It is expected that she/he will recruit new board members and clearly define roles and responsibilities. Partnering with the Board of Directors, the new CEO will proactively provide factual and timely information needed to make high-level strategic and capital decisions.

Staff Development and Retention: The CEO will build and assess their leadership team and staff. In addition, she/he will develop comprehensive strategies to demonstrate staff appreciation and retention by assessing and introducing appropriate salary, benefits, training, development and recognition/accountability initiatives.

Clear and Consistent Communication: The new CEO will establish clear roles and lines of communication between all channels within the organization. This includes consistently and professionally representing the organization as its principal spokesperson and positively reinforcing and building the community image of Boys and Girls Clubs of King County.

Transformational Change: The new CEO will implement the existing strategic plan for improved performance and growth, and augment as necessary with new elements such as a business model assessment. Additional priorities include shaping a culture of accountability while championing the strengths of a committed and highly respected staff. The new CEO is expected to lead by example with passion for the organization and a reliance on strong leadership and business skills. He/she will model and facilitate strong collaboration and inspire both internal and external constituents to engage at all levels with the clubs.





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IDEAL CANDIDATE PROFILE

Seasoned Executive

The organization will be best served by a seasoned leader with significant business acumen and strong community involvement who can run a child service organization with a financially conservative mindset. She/he will have well-honed financial skills and will understand the challenges of non-profit management. All final candidates will have a proven ability to secure community and donor support and build upon the strong reputation, role and revenue of the clubs.

Effective Manager

She/he will bring operational vision (as well as fortitude) for efficiency, and will offer an eye for detail and innovation. Experience in managing an organization through positive change, growth and increased visibility is desirable. After years of financial challenges, the organization requires a leader who can refine the business model to increase impact and improve finances.

Clear Communicator

The selected candidate will be a proven communicator who finds it easy to dispense realistic, persuasive and compelling internal and external messages. The right candidate will be dynamic while personable, approachable, humble and respectful.

Inspiring Leader

The new CEO should inspire the confidence and respect of the staff, board and donors and kids by his/her actions and leadership. His/her integrity, honesty and ethical standards must be beyond reproach. Given the complex structure of the organization and the variety of the clubs, the new CEO will face on-going management challenges requiring consistent and fair management skill and policy setting organization-wide. He/she should strive to create an enjoyable work culture where staff feel valued and can grow personally and professionally.

Mission Match

The ideal candidate should have a true passion for working with kids. They should feel invigorated by moving in and among a wide variety of club settings and communities. A feeling of joy must accompany the CEO's interactions with the kids served at all the clubs. The organization is seeking a champion of the mission.





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MINIMUM QUALIFICATIONS

A minimum of ten years of progressively responsible executive-level leadership experience is preferred. The new CEO will demonstrate exemplary business acumen and have a record of success leading an organization, agency or division of significant size and complexity through a period of transformational change. A Bachelor's degree is required, and an advanced degree is desired.

While non-profit management experience is not required, a familiarity with non-profit cultures, models and community organizations as a volunteer, board or committee member is highly desirable. Significant and proven success in fundraising, donor development and board relations is strongly valued. A background in youth development and advocacy is a plus.

TO APPLY

Boys & Girls Clubs of King County is an equal opportunity employer. It is the policy of the BGCKC to prohibit discrimination and harassment of any type and to afford equal employment opportunities to employees and applicants, without regard to race, color, religion, sex, national origin, age, disability, genetic information, or veteran status. All qualified candidates are encouraged to apply. Please address a cover letter and resume to Tom Waldron at info@waldronhr.com, no later than December 15th.

For more information about the Boys & Girls Clubs of King County please visit www.positiveplace.org.

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