



**Boys & Girls Clubs of Portland  
Job Announcement  
Chief Executive Officer  
February 2020**

*Boys & Girls Clubs of Portland Metro's (BGCP) mission is to empower all young people, especially those who need us most, to discover their full potential as caring, engaged, responsible community members.*

Chief Executive Officer

*This is a retained search being conducted by Talence Group on behalf of Boys and Girls Clubs of Portland (BGCP). Please contact Talence Group directly for all inquiries. [lynette carney](mailto:lynette.carney@talencegroup.com) | Executive Recruiter | 503.341.0355 | [talencegroup.com](http://talencegroup.com) | [lynette@talencegroup.com](mailto:lynette@talencegroup.com)*

***Who we are.....***

The Boys & Girls Clubs of Portland Metro (BGCP), is a mission-driven organization empowering more than 6,000 youth each year to discover their full potential through impactful after-school and summer programs. Clubs are designed to support kids and teens as they develop qualities needed to achieve academic success, become responsible leaders and live healthy lives. Today, there are ten BGCP club facilities located throughout the metropolitan area.

The current leadership team has stabilized programming, funding and developed a foundational plan to hand-off to a visionary, servant leader with an infectious passion for making a difference in our communities. The CEO will partner with the board and leadership team to develop a focused strategy to build the structure and foundation for BGCP's future. The ideal candidate will 'lead by example', build a culture around the core values of safety, equity, inclusion, trust, respect and service as well as serve as the principal "brand ambassador" and spokesperson internally and in BGCP's communities.

***What you will do...***

**Strategic Alignment**

- Partner/consult with the board and leadership team to drive the vision, strategic direction, long-term goals, initiatives and budget prioritization.
- Set priorities, allocate resources and strengthen operations to work towards common goals.
- Build the next long-term, financially sustainable plan; optimize allocation of capital and resources.
- Drive continued growth in fund raising, grant writing and establish sustainable and diversified funding.
- Grow and support diversity, equity, and inclusion.
- Continue to streamline policies, processes, and systems driving organizational performance.
- Champion a Trauma Informed Care (TIC) focus.
- Provide regular communications and business update meetings to review metrics.
- Build well-planned risk and crisis management procedures, mitigate risk to BGCP, club locations, employees, and kids.

**Organizational Leadership**

- Champion core values and foster genuine appreciation and understanding of diversity, equity, and inclusion practices in relation to BGCP communities.
- Work to attract, develop and retain talented, diverse individuals in all areas of the organization.
- Develop a succession plan with supportive mentoring, cross-training and development programs for leadership and other critical positions.

- Work with the board to ensure active engagement and participation.
- Identify, recruit, train, and involve board members in meeting BGCP's goals.
- Deliver clear messages and align the organization around vision and mission, culture, employee engagement, organizational change, and strategic priorities.
- Keep abreast of external factors that impact BGCP and take appropriate action.
- Promote organizational agility by fostering an environment of empowerment, collaboration, and transparency.
- Continue to develop and mentor the current dynamic leadership team.
- Support reward and recognition programs to provide meaningful employee experiences.
- Work with, and maintain a strong relationship with the national organization, BGCA, on key initiatives.

#### Community Partnership

- Champion the mission while building relations with other community groups.
- Promote organization as a “service organization of choice” and one of the best employers in the community.
- Maintain awareness of societal, historical, and equity related factors impacting the BGCP communities.
- Increase community participation through volunteerism and/or financial contributions to build and maintain long-lasting relationships beneficial to BGCP.

#### Operational and Fiscal Leadership

- Budgeting, forecasting and financial planning leadership.
- Employ a Trauma Informed Care (TIC) approach into program and service offerings.
- Maintain a strong, safety centric culture.
- Ensure compliance with local, state, and federal safety requirements.
- Prioritize organization-wide work and initiatives and provide strategic resource planning models to lead the team to deliver on-time and within budget.
- Fully train staff, focus on high retention rates and develop career growth opportunities.

#### *What you need to have...*

- Bachelor's degree preferred; 5 – 10 years in executive management and leadership roles; advanced degree a plus.
- Professional leadership experience and board or volunteer experience in social service, non-profit, healthcare, or similar organizations serving or advocating on behalf of children and their communities.
- Demonstrated experience building and supporting diversity, equity and inclusion strategies.
- Proven ability to lead and scale a growing organization across multiple locations preferred.
- Proven experience in P&L and budget management.
- Expertise in optimizing the performance of an organization.
- Success working with a board of directors, policy makers, and funders; Expertise in working with large, potential donors, preferred.
- Experience addressing controversial/sensitive subjects impacting the organization; able to respond across multiple forms of media (i.e. public relations, news outlets, social media).
- Experience using new technologies to streamline and increase efficiency within an organization is a plus.
- Trauma-Informed Care background and knowledge is a plus.