

THE OPPORTUNITY

The Greenwood Promise (TGP), a non-profit organization located in Greenwood, SC, is searching for a dynamic, innovative, and collaborative leader for the position of President & CEO. The President & CEO will be responsible for guiding the administration, programming, and strategic planning for the organization while working in concert with the Board of Directors. The President & CEO will be the face of the organization, its primary spokesperson, and cultivator of relationships with donors, community leaders, government officials, media, volunteers, and other key stakeholders to promote the mission of the organization.

The Ideal Candidate:

- Is an experienced, compassionate, and collaborative leader with a commitment to the mission of The Greenwood Promise.
- Has demonstrated success in raising philanthropic support and working with a Board of Directors.
- Has demonstrated the ability to build, engage and leverage strategic partnerships.
- Has sound fiscal, business management, and human resources skills.
- Is experienced in understanding financial statements for planning, monitoring, and evaluation of organizational efficiency and effectiveness.
- Is committed to ensuring an organizational culture of inclusivity, collaboration, respect, and accountability.
- Has exceptional interpersonal and communication skills, strong personal integrity, and an ability to build effective relationships at all levels.

Required Education and Experience:

Education: Bachelor's Degree required

Master's Degree preferred

Experience: Minimum five years of experience in a leadership position at a non-profit organization.

THE POSITION

President & CEO

The President & CEO provides support to the Board of Directors, assisting them in the development of strategic direction and policy in the fulfillment of the organization's mission. The position is responsible for the overall management and operation of TGP in compliance with Board-adopted policies and all applicable local, state, and federal regulations and laws. The President provides the leadership role in securing the operating and endowment funds necessary to sustain current and future operations. S/he is a caring and committed worker who has a strong commitment to the goals and

philosophies of The Greenwood Promise, exceptional people skills and the ability to motivate and educate those with whom s/he comes in contact.

Leadership & Management

The President & CEO, reporting to the Board of Directors, is responsible for the strategic operation of the organization, including developing and executing its strategic plan, policies and procedures, budget development and fiscal management, revenue growth, philanthropic outreach, and all elements that support and maintain program delivery. The President & CEO will be committed to nurturing, mentoring, and motivating both paid staff and volunteers. The President & CEO will:

- Provide professional leadership to the Board of Directors in establishing and maintaining strategic direction to support the stability and, where feasible, growth of the agency.
- Develop, implement, fulfill, and monitor the short and long-term business and mission-based objectives approved by the Board of Directors.
- Direct the development of procedures to implement organizational policy and regulations.
- Supervise and coach staff in the fulfillment of agency operations, adopted policies, procedures, and applicable regulations.
- Oversee preparation and execution of departmental budgets on annual basis, to include projected income and expenses; Administer and monitor revenues and expenses in relation to annual budget.
- Participate on Board committees and respond to special requests for information, research, or recommendations.
- Continuously strive to improve the environment for staff and volunteers and build a culture of inclusivity, collaboration, respect, accountability, and program excellence.
- Ensure there are training opportunities for professional and personal development for staff at all levels.
- Ensure effective internal communication to ensure staff and volunteers are well informed of decisions that affect them and the organization.
- Promote effective cross-departmental communication and collaboration.

Board Relations

A collaborative and productive working relationship with the Board of Directors is critical to the success of the organization. The President & CEO will:

- Work closely with the Board of Directors to establish and guide the strategic vision for the Greenwood Promise.
- Reports to the board on the status of the organization's operations and programs and recommends appropriate policies for consideration.

- Keep the Board routinely advised of the activities and the financial position of the organization.
- Make recommendations to the Board on operating policy, future directions, programs, fundraising activities, and outreach endeavors.
- Engage the Board in The Greenwood Promise's programs and reinforce the importance of their financial support and participation.
- Work with the Board's Governance Committee to ensure that the Board is diversified and exhibits a high level of support and commitment.
- Works closely with all standing and ad hoc committees established by the Board of Directors.

Fundraising

The President & CEO, considered the lead fundraiser for The Greenwood Promise, is ultimately responsible for its fundraising success, and will be deeply engaged in high level institutional fundraising. The President & CEO will:

- Work closely with the Development Office to identify and cultivate relationships with high priority donors and prospects.
- Actively solicit major gifts in collaboration with the Development Office and Board of Directors.
- Collaborate closely with the Development Office to ensure that a sound development strategy is in place to raise money among individuals, foundations, and corporations.

Advocacy & External Relations

The President & CEO serves leading advocate for the organization and its mission. The President & CEO will be responsible for:

- Serving as an articulate and effective spokesperson for the organization.
- Building positive relationships with a diverse group of stakeholders, including the nonprofit and business communities, government, and the media.
- Advocating for The Greenwood Promise, its mission, and programs to local and state elected officials and government entities.

Salary & Benefits

As part of our overall compensation package, we offer work/life flexibility, paid time off, and retirement contributions designed to support you and your family.

Details

- Stipend option for employee obtained health benefits.
- IRA with employee and employer contributions.
- Paid time off
- Paid holidays

Salary

Dependent upon education and experience.

- The successful candidate will be expected to live within Greenwood County, located in South Carolina.

Procedure for Applications, Nominations, and Inquiries

Candidates should submit, in confidence, a resume, cover letter, and salary requirements. All communications, nominations, applications, and inquiries concerning this search should be sent to the following email address:
director@greenwoodpromise.com

Applications deadline: Sept 16, 2024