

## **District Vice President**

### **East District**

#### **YMCA of Greater Syracuse**

#### **Job Description**

YMCA of Greater Syracuse has an immediate need for a District Vice President who will successfully lead and direct Branch Operations and implement the policies and programs of assigned branches. This role requires proven experience in managing an operating budget in excess of \$5 million combined with overseeing at least 2 YMCA locations or related health and wellness facilities. The District Vice President will be the acting Executive Director at the Y's largest branch, the East Area Family YMCA, while also overseeing the Manlius YMCA and beautiful Camp Iroquois.

Reporting to the Chief Executive Officer, the District Vice President will have specific responsibilities/goals that will include cultivating the Branch Board of Managers, building and managing community relationships and collaborations, directing Association-wide programs, priorities, and strategies, and working closely with the CEO and Vice President of Mission Advancement to develop and manage key funding relationships and provide direction to management staff on Fundraising and Annual Campaign initiatives.

Because this position is responsible for multiple operational sites, the District Vice President must be a team motivator with an ability to create an environment that cultivates programming and member growth and retention.

#### **Qualifications**

- Bachelor's degree or equivalent in Management, Operations Management, Sports/Business Management or related field is required. Master's Degree is a plus.
- Minimum of 5 years of successful experience as senior management in operations.
- Multi-Team or Branch Leader certification preferred.
- Demonstrated ability in Regional or Multi-Team management.
- Positive history of leadership in the areas of volunteer and staff development, fiscal management, financial development, strategic planning and community development.
- Must possess the insights and skills of modern management (ex. continuous improvement) to achieve the goals and the objectives of the organization through the efforts of other people.
- Demonstrated ability to lead people and obtain results through others.
- Strong interpersonal skills and the ability to manage external relationships with a range of diverse stakeholders.
- Strong collaboration skills within a team across facilities, departments, and communities.
- Experience and interest in analyzing data and data-based decision making for continuous learning and improvement.
- Ability to work efficiently, independently and with attention to detail in a fast-paced environment.
- Strong problem-solver with a high degree of initiative, tenacity, flexibility, willingness and drive to see a difficult or ambiguous situation through to a satisfactory outcome.
- Strong skills in public relations with excellent written and oral presentation skills.

- Competent computer skills; Windows, membership, and volunteer management software.
- Ability to manage multiple priorities with a high volume of work.

### **Essential Functions**

- Provides leadership and support to Associate Executive directors within own district to ensure operational and financial targets are met.
- Identifies potential areas for branch cooperative programming to accomplish YMCA goals, and works with staff groups to develop and implement programs.
- Assists branch staff in the planning, development and implementation of new program initiatives and activities.
- Provides leadership and support to the branches to ensure quality, safety and sustainability of branch operations.
- Provides leadership and support to the branch Associate Executive directors to ensure that fundraising targets are met.
- In conjunction with association leadership team and branch associate executives, develops annual membership goals and conducts branch reviews for evaluation of execution.
- In cooperation with the CFO and CEO, leads the preparation and management of branch budgets in assigned districts.
- Supports the implementation of association-wide initiatives to attract, recruit and retain members, including marketing strategies, sales and closing techniques, branch engagement and determining training and support needs.
- Responsible for ensuring risk management compliance at assigned branches.
- Serves as and performs the duties of Executive Director at assigned branch.
- Reviews and appraises the effectiveness of directly supervised staff and make appropriate training recommendations and staff changes as necessary.
- Provide leadership and direction to the Branch Board of Managers and other internal and external resources to successfully run the annual support campaign and special events.
- Serves as the primary communication conduit between assigned branches and the association office, and represents the CEO when necessary at branch and community functions.
- Continually reviews and evaluates key performance measures regarding staff, membership, retention, programs, customer service, fiscal operations, facilities planning, and community engagement to ensure continuous improvement in each area. Involves the appropriate people, develops and executes corrective action plans.

### **About the YMCA**

The YMCA of Greater Syracuse is part of the Large Y network and in the top 10% of largest YMCAs in the country. With an annual budget of \$24 Million, the Y has 7 branches and 1 camp facility, 1540 employees, and services the entire Onondaga County. The county population is roughly 480,000.

The East Area Family YMCA is located in Fayetteville, NY and is the associations' largest branch with a total operation of \$7.5 million and nearly 500 employees. The Fayetteville Y has just over 20,000 members. The Y is roughly 100,000 sq. ft with three full wellness areas, child care center, child watch center, art studio, group fitness studios, teen center, large pool complex, and more. In addition, the District Vice President will oversee the Manlius branch located in Manlius, NY with a budget of \$1.4 million and roughly 50 employees. Manlius is a special service branch with 3 indoor tennis courts, cardio center, group fitness studio, indoor turf field, child care center and wellness center. Additionally, operated out of the East Area YMCA is beautiful Camp Iroquois a 100-acre outdoor day

camp center located in the heart of Manlius. With more than 400 weekly campers this outdoor adventure includes a lake, pool, horseback riding, large fields, craft shack, hiking trails and more.

### **Advantages to Area**

Syracuse is a great city to live and work! Located in the geographic center of New York State, Syracuse is a scenic treasure amid rolling hills, tranquil lakes and picturesque forests. Our changing seasons allow for colorful autumns, and winter snows transform our gently rolling hills into a perfect playground for winter sports enthusiasts. Our strategic location at the crossroads of New York State puts us within only five hours of nearly every major eastern metropolitan area, including New York City, Boston, Toronto, Washington D.C. and Philadelphia. In addition, the Adirondacks State Park is only two hours away.

### **Attractions and quality of life benefits to living and working in the community**

There is much to see and do in Syracuse and the surrounding Central New York region to fit any age or preference. Whether you want to "shop 'till you drop", pet a baby llama, witness a masterpiece or watch a French colonist practice his craft in a 17th century setting, we've got something for you to enjoy. Or maybe joining tens of thousands of other impassioned fans at a NCAA Division 1A basketball or football game is more your speed, or a game of golf at our many private/public country clubs. It's all here in Syracuse!

Our community boasts a quality of life that is the envy of the nation. Residents enjoy an abundance of natural resources, an impressive range of recreational and cultural amenities, a reasonable cost of living, a depth of educational opportunities and numerous quality services found in major metropolitan areas today.

### **Position Timeline**

Resumes accepted through July 14<sup>th</sup>

Resumes reviewed and vetted through July 20<sup>th</sup>

Resumes selected for Skype Interviews through August 3<sup>rd</sup>

Final candidate interviews week of August 14<sup>th</sup>

Candidate selection August 21<sup>st</sup>

Anticipated start date: Week of September 17<sup>th</sup>

### **Salary**

\$90,000 to \$100,000, annually

### **For Consideration:**

Mike Brown, President/CEO

[mike@syracuseymca.org](mailto:mike@syracuseymca.org)