



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## EXECUTIVE VACANCY ANNOUNCEMENT KANDIYOHI COUNTY AREA FAMILY YMCA

**Position:** Chief Executive Officer/Executive Director

**Corporate Address:** 1000 Lakeland Drive SE, Willmar, MN 56201

***The Kandiyohi County Area Family YMCA is an equal opportunity employer committed to valuing diversity and practicing inclusion.***

### **Position Description and Board Expectations:**

The Kandiyohi County Area Family YMCA of Willmar, Minnesota Board of Directors is looking for a compelling and strategic leader who can build strong relationships in the communities we serve. Willmar is the county seat of Kandiyohi County, where you will find small town charm and vitality in the midst of Minnesota's nature.

This position requires strong skills and competencies including, but not limited to: program management, fundraising, staff development, strategic planning, membership & program analyses, and facility management. The CEO will be visible in the community and active in the development of meaningful community partnerships and collaborations, continuing to position the Kandiyohi County Area Family YMCA as a strong partner in delivering services to our friends and neighbors.

### **PROFESSIONAL QUALITIES AND COMPETENCIES OF THE NEXT LEADER:**

Leadership, relationship and culture management are what matters most in our Y community. The board believes its next CEO should be an experienced leader who has the background and qualities that will permit him or her to achieve excellence in the following roles.

**Fiscal Management:** Ensure the Y's financial resources are properly managed and report on its financial position. Use high level financial analysis to forecast trends, growth and stability while consistently leading Y to balance or surplus operations by growing earned revenue and contributions and controlling costs. Empower and guide staff to lead their departments and monitor and meet budgets. Develop and implement stewardship strategies.

*Key competencies: decision making, project management, finance, quality results, functional expertise, developing others*

**Continue to Build and Manage the Staff Team:** Serve as a leader who is able to motivate, engage, and retain staff in a positive and productive manner by creating and setting an expectation for excellence. Demonstrate an engaging, open, positive and inclusive leadership style and display integrity, a high regard for honesty and courage and an open mind to innovative ways of improving services and expanding impact.

*Key competencies: quality results, relationship, influence, community, communication, developing others, change management, values*

**Advocate the Vision of the Y serving as a Cause-Driven Leader:** Inspiring and mobilizing every community member and every Y staff member, program volunteer, board volunteer, and Y member—everywhere the Y has a presence—to make our communities stronger. Actively interact with and communicate with Y members, donors, staff and volunteers and be seen as an active and integral member of the community. Serve as an ambassador for the mission, cause and vision for the Y and be seen and respected as a community leader. Develop and cultivate relationships with key stakeholders, while always upholding the highest standards of the values of the Y.

*Key competencies: volunteerism, values, community, collaboration, communication, relationships, influence, developing others, emotional maturity*

**Develop and Implement a Strategic Plan:** Have the ability to work effectively with board of directors, volunteers, community leaders and key staff to identify critical community needs and develop a strategic roadmap focused on organizational strategies. Lead staff in the development and implementation of goals through an annual operating plan. Lead volunteers in aligning committees and their charts of work to support the strategies and goals of the Y.

*Key competencies: influence, values, relationships, inclusion, communication, project management, innovation, decision making, quality results*

**Maintain/Establish a Culture:** Strengthen a culture of inclusion, engagement, character, ownership and life-long learning within the YMCA organization that reinforces, encourages, and promotes values of honesty, respect, responsibility, and caring. Effectively drives change by leveraging resources and creating alignment to expand organization opportunities.

*Key competencies: communication, self-development, change capacity, innovation, inclusion, community, philanthropy*

**Salary Range:** \$75,000 to \$90,000

**Benefits:**

**YMCA Retirement Fund:** Vesting occurs after 1000 hours of service in any two 12-month periods beginning with date of hire (do not need to be consecutive) and 21 years of age. Enrollment in YMCA Retirement Plan Contributions to the fund equal 12% of an employee's salary. The YMCA pays 7% and the employee must contribute 5%.

**Tax Deferred Savings Plan:** Opening a 403(b) Smart Account in the Tax-Deferred Savings Plan allows employees to save these pre-tax amounts through payroll deduction. This account is available to all employees of Kandiyohi County Area Family YMCA from date of hire, regardless of age, service, or number of hours worked. Contributions are subject to certain limitations under federal law. ([www.yretirement.org](http://www.yretirement.org)).

**Health Insurance:** The Y provides health insurance to its employees.

**Vacation:** Paid Time Off (PTO) benefit in comparable to YMCA's across the state.

**Minimum Criteria for candidates:**

1. Accredited 4-year college degree.
2. Must demonstrate excellent written and verbal communication skills.
3. Personal values must be consistent with the YMCA mission.
4. Minimum five years prior experience in a senior management role with a YMCA or related experience at a comparable organization with direct supervision of multiple levels of staff and employees.
5. Must have the ability to develop and strengthen community relationships.
6. Have the ability to develop new programs as well as review existing programs to enhance the economy and effectiveness in broadening our engagement in the communities in which we serve.

**Preferred Criteria for Candidates:**

1. YMCA Organizational Leader Certification.
2. Fiscally sound business management approach.
3. Strategic planning and fundraising experience including annual campaigns and the securing of grants.
4. A proven track record of organizational fiscal management with budgets in excess of \$1M or more annually.
5. Appreciation for a diverse, close-knit community setting.

**Kandiyohi County Area Family YMCA Association Facts:**

**Mission:** The mission of the Kandiyohi County Area Family YMCA is to put Christian principles into action through programs that build healthy spirit, mind and body for ALL. In that, Christian principles are caring and inclusive, we respect various expressions of religion. We serve people from all faith traditions and perspectives. Our YMCA provides a welcoming place for the entire community to come and participate in innovative, quality programs that strengthen families, aids in the healthy development of children, encourages positive individual behavior and contributes to a healthier, safer community for all.

**History of the Kandiyohi County Area Family YMCA:** The YMCA was formed 20 years ago by a dedicated group of community volunteers. The building opened its doors in 2003 and grew to require an expansion, which was completed in 2014.

The YMCA is nationally chartered with an elected board of directors. This local board sets strategic direction and employs staff to develop membership and programs to achieve goals related to the mission and vision of the organization.

The Kandiyohi County Area Family YMCA is considered the premiere wellness facility in the area. Signature programs include wellness classes, child care, school-age child care, summer camp, summer achievement gap program, sports, swim lessons and local water safety initiative.

**Staff:** 14 Full-Time staff and 200 Part-time staff totaling 214 cause-driven team members.

**Direct reports to CEO/Executive Director:** Associate Executive Director, Finance/HR Director, Building and Grounds Director and the Senior Program Director.

**Volunteers:** 21 corporate board members reflect the diversity of the area in ethnicity, age, gender and community industries. 260 volunteers served in 2017, providing over 4,471 hours of service.

**Membership:** Average 4,661 members with large family membership base. In 2017, the YMCA had 183,476 visits with 503 youth, teens, adults and seniors experiencing our Y daily. 288 children's lives were enriched in our child care and summer learning loss programs. 1,914 youth and teens developed skills through Y sports and recreation. 882 learned water safety and swimming skills. 3,099 participated in Health and Wellness classes.

**Facility:** Our 75,000 sq. ft. facility with surrounding 13 acres includes wellness center (on-site 24/7 access), three gymnasiums, lap pool, waterslide and water features, Kid's Play Gym, Aerobic Studios, Racquetball Courts, Teen Center and multipurpose rooms, and off-site childcare center.

**Core Membership & Program Strengths:** The Kandiyohi County Area Family YMCA serves our community by offering programs and space for people of every age. **Adult/ Older Adult Development** (College Student Programs, Older Adult Social Clubs, Older Adult Trips and Programs, Older Adult Volunteer Program); **Aquatics** (Adult Instructional Aquatics Classes, Lifeguard Training, Parent/Child Aquatics Classes, Preschool Aquatics Classes, Water Fitness Classes, YMCA Splash, Youth Aquatics Classes); **Arts and Humanities** (Camp Arts, Preschool Arts); **Camping and Outdoor Enrichment** (Day Camp for Youth); **Child care, Afterschool, and Early Learning** (Afterschool Clubs and Social Programs, Afterschool Health and Wellness Programs, Afterschool Recreational Enrichment Programs, Childwatch/Babysitting (not child care)); **Community Development and Resources** (Adult Employment Services, Youth Employment Services); **Facilities** (Leisure Pools / Water Parks, Teen Center/Room, Youth Center/Room); **Family Strengthening; Health and Well-Being** (12 Week Starter Fitness, Aerobic Group Exercise Classes, Arthritis Management, Circuit Training Classes, Core Training, CPR / First Aid, Diabetes Prevention for Adults/Older Adults, Family Wellness Programs, Group Strength Training Classes, Health Risk/Lifestyle Appraisal, Indoor Group Cycling, Interactive Fitness / Exertainment (Wii, Dance Dance Revolution, Nutrition Programs, Obesity or Overweight Intervention for Adults/Older Adults, Obesity or Overweight Intervention for Children/Youth/Teens, Older Adult Fitness/Exercise, Parent-Child Exercise Classes, Personal Trainers, Physical Education for Home Schoolers, Physical Fitness Testing, Pilates, Preschool Movement Classes, Programs for People with Disabilities, Stability Ball, Step Aerobics, Strength Training, Youth Stress Management / Relaxation Programs, Walking Classes/Clubs, Weight Management, Women Only Fitness Program, YMCA Personal Fitness, Yoga, Youth Fitness/Exercise); **International** (International Fund-Raising Campaigns and Events); **Sports and Recreation** (10K or Shorter Race/Fun Run, Competitive Sports, Indoor Soccer, Triathlon, Youth Basketball, Youth Flag Football); **Youth and Teen Development** (Preteen dances, Preteen Programming (11-14), Teen dances, Teen nights, Teens mentoring youths).

**Finances:** Operating Budget Size: \$2.1 Million.

**Annual Campaign:** Annual Support in 2017: \$94,000; Annual Support budget for 2018: \$98,500 totaling \$200,000 in grants and United Way contributions.

**Financial Assistance Awarded:** In 2017, \$107,251 was awarded for membership experience.

**Strategic Plan:** Newly approved strategic plan in February 2018. Major initiatives are youth/family programs and technology/innovation.

**About the Service Area:**

Kandiyohi County Area Communities are diverse with unique charm and appeal. It is home to thirteen neighboring cities, with Willmar as the county seat: [Atwater](#), [Blomkest](#), [Kandiyohi](#), [Lake Lillian](#), [New London](#), [Pennock](#), [Prinsburg](#), [Raymond](#), [Regal](#), [Spicer](#), [Sunburg](#), [Willmar](#) . What makes the Kandiyohi County Area so special? Balance! The convenience of civilization balanced by the raw, inspired beauty of nature! A culture that feeds the soul balanced by recreational pursuits that build the body.

This region in west central Minnesota is known for its scenery, crystal clear lakes and rolling wooded hills. All four seasons showcase something special for people of all ages. Recreational activities are plentiful with its many lakes and pools, people enjoy boating, fishing, canoeing, skiing, hiking, swimming, camping, snowmobiling and much more. Kandiyohi County is one of seven southern Minnesota counties that have no forest soils; only prairie ecosystems of savannas and prairies exist. Watch this video clip for more on the area.

[http://www.elocallink.tv/m/v/player.php?pid=Q9z9N7N5N21&fp=mnkandco16\\_wel\\_rev2\\_iwd#clmnkandco16\\_wel\\_rev2\\_iwd](http://www.elocallink.tv/m/v/player.php?pid=Q9z9N7N5N21&fp=mnkandco16_wel_rev2_iwd#clmnkandco16_wel_rev2_iwd)

The unemployment rate in Kandiyohi County is 1.7%. Recent job growth is positive. The Kandiyohi County's cost of living is 3%, lower than the U.S. average. As of 2014, Kandiyohi County's population is 42,542 people. Since 2000, it has had a population growth of 9.76 percent.

**WILLMAR, MN** – Situated in the middle of Kandiyohi County, Willmar is a destination easily accessed from other cities such as Marshall, St. Cloud & the Twin Cities via major state highways 23, 71, and 12 making the city attractive to both business and residential development. Willmar Township was first established in 1870 shortly after a Railroad was built and boasts a number of historical locations, individuals, and events; from The Great Willmar Raid of 1930 to the significant strike of The Willmar 8 to Former Astronaut George “Pinky” Nelson. A city rich in heritage and diverse cultures, Willmar is a dynamic Destination to residents and visitors alike.

In 2005 Willmar earned the award for All American City, highlighted in a segment of “Whose America” for NBC Nightly News and most recently featured on MSNBC’s Your Business lists for its diversity of entrepreneurs. With technology in business being such a growing necessity, over 30 companies have joined the internationally known MinnWest Technology Campus which overlooks one of the many beautiful lakes in the Willmar area.

Willmar is home to Destination Playground; one of the nation’s largest, fully accessible playgrounds. Located at Robbins Island, one of Willmar’s 30+ parks, Destination Playground was built by community volunteers. The Parks, Trails and Water Park in Willmar are highlights for many during the summer along with the ever popular Rockin Robbins, a FREE summer concert series, which has brought great musical acts to the stage such as Chris Hawkey, Dam Jammers, and Fabulous Armadillos.

Known to many as the home of the Jennie-O Turkey Processing Plant, Willmar has also been known to arguably consume more cups of coffee per capita than any other town in the United

States. You're sure to find a coffee shop almost anywhere from the downtown business district to the many shopping areas in town. Willmar is also known for its diverse restaurants & retail areas, including the Kandi Mall.

Whether you're just starting out, building a business, raising a family, or spending your golden years, the Willmar area has something for any phase of life.

**Information Sites:**

- KandiyoHi County Area Family YMCA: <http://www.kandiyymca.org>
- KandiyoHi County: <http://www.kandiyohi.com>
- The City of Willmar: <http://www.willmarmn.gov>
- Willmar Lakes Area Chamber of Commerce: <http://willmarareachamber.com>
- Willmar Public Schools [www.willmar.k12.mn.us](http://www.willmar.k12.mn.us)
- Vision 2040 Willmar Lakes Area: <http://willmarlakesarea2040.com>
- YMCA of the USA: [www.ymca.net](http://www.ymca.net)

**Minnesota State Alliance of YMCAs**

The Minnesota Alliance of YMCAs consists of 19 separate associations, their branches and camps across the state. Each is a separate distinct entity, locally self-governed with a Board of Directors and operations/program staff. All are aligned with and sanctioned by the YMCA USA.

The Y's across our state have come together to form the Minnesota Alliance of YMCAs, as an opportunity to focus on promoting public policy on a proactive basis in the Y focus areas of Youth Development, Healthy Living and Social Responsibility. The Minnesota State Alliance of YMCAs is an unincorporated alliance of YMCAs in the State of Minnesota and is registered with YMCA of the USA as a related organization.

More information available at the Minnesota State Alliance of YMCAs website:  
<http://www.mn-y.org/>

**Search Process Target Dates**

- Resumes accepted through:** March 23, 2018
- Preliminary telephone interviews scheduled:** April 16, 2018
- Final interviews:** May 1-2, 2018
- CEO selection made** May 3, 2018
- New CEO on board (anticipated):** May 31, 2018

**To Apply**

**Candidates will apply via the following website:**

<https://tinyurl.com/kandiyohi-ymca-ceo>

*You will be requested to submit the following with your online application: A resume and cover letter, along with six professional references. Note: References will be checked on final candidates.*

**Questions regarding this position should be directed to**

Mark Hennessy  
YMCA of the USA, Resource Director  
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