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EXECUTIVE VACANCY ANNOUNCEMENT FAMILY YMCA OF BLACK HAWK COUNTY

Position: CEO

Address: Family YMCA of Black Hawk County, 669 South Hackett Road, Waterloo, IA 50701

The Family YMCA of Black Hawk County is an equal opportunity employer committed to valuing diversity and practicing inclusion.

The Family YMCA of Black Hawk County has a commitment to creating a culture of safety.

Position Description and Board Expectations: The future of the Family YMCA of Black Hawk County is a bright one to be led by a visionary capable of steadfast dedication to the three pillars of the YMCA: youth development, healthy living and social responsibility. The Y is seeking a leader who will guide this YMCA into the future; enhance the membership; catapult fundraising efforts, create a culture of excellence within the YMCA; build strong relationships and collaborations in the communities they serve, and further position this YMCA as an indispensable community asset as the largest membership-based, community service organization in the area. The Y benefits from strong volunteer leadership with a Board made up of professionals from across the Cedar Valley area. The Y is well positioned to continue and expand its efforts to make an impact throughout the area.

Key Priority Areas:

- 1. Improve Operating Performance:** Engage the board and appropriate staff to develop an annual tactical plan for identifying and achieving key goals and objectives towards operating with safe, relevant, and sustainable practices. Quickly address issues that may arise, forecast future needs, and manage and direct the Y's operations and activities. In alignment with the existing strategic plan, grow earned revenue by focusing efforts on membership and program growth.
- 2. Position the Y as a Vital Partner for Community Change:** Serve as an ambassador for the mission, purpose, and vision for the YMCA within the community. Possess the ability to develop and cultivate relationships with key stakeholders from diverse backgrounds, while always upholding the highest standards and values of the Y. Ensure your Y is seen as a leading nonprofit committed to strengthening community by connecting all people to their potential, purpose, and each other.
- 3. Steward Fundraising Efforts:** Develop and implement an annual fundraising plan that will establish the YMCA as a leading nonprofit organization within the community through the engagement of members, volunteers, staff, and donors.
- 4. Lead Capital Development Planning with Expansion and Maintenance of Facilities:** Lead our Y through stages of a planned capital development project. Ensure that a long-range plan is in place for repair and replacement for both facilities.



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5. Build and Lead Staff: Ensure a talent development system is in place and executed. Hire, motivate, nurture, retain, and hold staff accountable for key objectives. Work towards recruiting, retaining, developing, and promoting staff that represent the diversity of the communities we serve. Encourage the team by creating a spirit of camaraderie, inclusion, and sense of mission and purpose.

Salary Range: Starting at \$95,000 and commensurate with experience. Relocation assistance may be provided.

Benefits: Benefits include participation in the YMCA Retirement Fund (8% Y paid, 4% employee paid). Health, dental, vision, life insurance provided as noted in personnel handbook. PTO and 8 paid holidays are included plus summer half days on Friday or Monday Memorial Day through Labor Day. Program benefits include first child free in childcare, second child at 50% discount. Laptop included.

Residency: Residence in Black Hawk County is preferred.

Minimum Criteria for Candidates:

1. Demonstrates excellent written and verbal communication skills and personal values consistent with the YMCA mission.
2. 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.
3. Possesses a successful track record in developing and strengthening community relationships and partnerships.
4. Experience developing new programs and reviewing and enhancing existing programs to ensure they are offered for both economy and effectiveness in broadening our engagement in the communities we serve.
5. Fiscally sound business management approach and proven track record of budget oversight and fiscal management of at least \$1M in operating revenue and experience operating multiple sites.
6. Experience in fundraising and grant management.

Preferred Criteria for Candidates:

1. YMCA Organizational Leader Certification. Candidates without the certification will have three (3) years to complete certification requirements from date of hire
2. Possession of a degree from a 4-year accredited college or university.
3. Experience with strategic planning.
4. Experience with capital planning and facility management.
5. Experience building relationships with and relating to diverse groups of people from all social and economic segments of the community.
6. Experience working with Board and volunteer leadership structure.



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YMCA Association Facts:

History: Founded in Waterloo in 1868, the Family YMCA of Black Hawk County has been serving children and adults in the Cedar Valley (Cedar Falls and Waterloo) for over 154 years. The YMCA has three main areas of focus: Healthy Living, Youth Development, and Social Responsibility. In 2021 the YMCA served 8,974 youth and adults through facility memberships and programs.

YMCA Membership and Facility Features Include: The YMCA has two branches. Current membership units 2,885, current members 4,601. In 2021 we served 7,048 members. Percentage of membership units by category Youth 13%, Adults 41%, Seniors 27%, Family 19%. The Family YMCA of Black Hawk County was built in 1980. The Wellness Center addition was added in 2000. The Grundy Family YMCA was renovated in 2016 in a building leased from the local Hospital. The Grundy Family YMCA is currently finishing a Phase 2 renovation of their wellness center to expand wellness programming and fitness center space. The Black Hawk County Y is in the beginning stages of capital development planning to fully renovate the facility in Waterloo.

- **The Family YMCA of Black Hawk County** is 55,000 square feet and includes a large and small pool, spa, two steam rooms, gym, 2 wellness centers, group exercise space, spin room, Kids' Adventure Center, 4 locker room areas with shower access and changing, 4 early learning center rooms for ages 6 weeks-5 years, outdoor playground, 3 multipurpose spaces and a board-style meeting room.
- **The Grundy Center branch is 10,000 square feet** and includes 1 wellness center with group exercise spaces that include spin, free weights, yoga, bootcamp & walking area. There are 4 locker room areas with access to changing, Coffee Club space, Child Watch room, 2 multipurpose spaces and a board-style meeting room. School Age Care & Summer Day Camp is hosted in the Grundy Center Elementary lunchroom & gym, with a storage room.

Programs: Our work revolves around the 3 key focus areas of youth development, healthy living and social responsibility. Signature programs at each facility include:

- Family YMCA of Black Hawk County - Early Learning Center, School Age Care, Summer Day Camp, Diabetes Prevention Program, Blood Pressure Self-Monitoring, Swim Lessons and Wellness programs.
- Grundy Family YMCA - School Age Care, Summer Day Camp, Youth Sports and Wellness programs.

Commitment to a Culture of Safety: Our organization is committed to provide quality and service in a way that promotes child welfare and safety. We utilize an Aquatics Safety Plan to ensure safe operation of our aquatics facilities and staff regularly review the plan during scheduled meetings and drills. Staff regularly review our Child Abuse Prevention Manual during monthly meetings to ensure a safe environment in our childcare programs. Our required training matrix provides child abuse prevention training (on-going) and support for families. We also have started work in beginning Safety Around Water programs for youth in the Cedar Valley, while managing and reducing any potential high-risk areas



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around our physical building (cameras, staff training and oversight with staffing high volume times well).

Staff: The Y employs 18 FT staff, 135 PT and 30 seasonal staff. The CEO has 4 direct reports: COO, Associate Executive Director, Director of Youth Development ELC and Director of Youth Development SAC.

Board: 15 Board members. Profile includes: 6 Females, 9 Males, with diversity in age and race. The Y has 60 program volunteers.

Financial: Annual budget for 2022 is \$2.27 million (fiscal year July to June). The Y has \$150,000 in debt and \$226,000 in the endowment fund.

Philanthropy and Strategic Priorities: The Y raised \$148,000 during the 20-21 fiscal year. The goal for the 21-22 Annual Campaign is \$157,500. The strategic plan was completed in 2021. There are 4 major initiatives:

- Membership & Community Outreach – promote an environment that embraces our mission statement
- Finance – Ensure the financial resources grow and thrive
- Programs – provide and promote high quality programs for all people that maximizes and impacts community needs.
- Capital Development – Invest in facility and grounds to meet the current and future needs

Advantages to Area: The Cedar Valley has large metro access as far as shopping, living and quality of life with a smaller town feel. Life in the Cedar Valley is enhanced by an extensive system of recreational trails and bicycle paths offering both summer and winter recreational activities, numerous municipal and state parks, golf courses, a variety of museums, music, and cultural festivals, and a state-of-the-art performing arts center. The Cedar Valley is home to one of three Iowa Board of Regents universities, a four-year private college, community colleges, innovative public and private Pre-K and K-12 schools, and nationally recognized historic downtown districts.

Other Sites for Information About the Area:

<https://www.blackhawkyymca.org>
<https://www.growcedarvalley.com/community/living-here/>
<https://waterlooschools.org>
cfschools.org
www.Heartlandymcas.org
www.yymca.org

Target Dates for the Search Process:

Resumes accepted through: May 16, 2022
Applicants review period: May 17 through June 3, 2022
Preliminary interviews scheduled: June 21, 2022
Final interviews: June 29 and June 30, 2022
CEO selection made by: July 5, 2022
New CEO on board (anticipated): August 1, 2022



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To Apply:

Candidates will apply via the following website: <https://tinyurl.com/ymca-of-black-hawk-co-ceo>

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

Questions regarding this position should be directed to:

Leighann Sibal

YMCA of the USA – Search Consultant

Leighann.sibal@ymca.net

(312) 209-3832

Wade Riedinger

Heartland Alliance – Executive Director

YMCAs of North Dakota, South Dakota, Nebraska and Iowa

riedinger@crmetroyymca.org

515-971-5259