



Executive Director, KidSight

Reports to: KidSight's Board of Directors

FLSA Status: Non-exempt

Job Status: Full Time

Location: Kansas City or Remote

Position Purpose:

KidSight is seeking a strategic and visionary leader to expand KidSight's reach by increasing the number of children served and deepening KidSight's programs. To do this, we need a strong fundraiser and collaborative partnership builder. Reporting to the board of directors, this position will be the strategic, operational, and executive head of the organization.

Position and Responsibilities

KidSight's board of directors seeks individuals capable of advancing the organization's mission: ensuring its financial health and stability; leading long-range planning and goal setting; and leading collaboratively with staff, volunteers, and board members.

Key Responsibilities:

- Act as a strong ambassador for KidSight with various community partners and speak passionately about KidSight's mission and impact on the lives of families and partner sites, as well as the organization's future plans.
- Lead and carry out KidSight's fundraising. Revenue-generating strategies include individual donors, community groups, fee-for-service programs, sponsorships/corporate donors, small-scale special events, and some grants.
- Lead strategic, policy and high-level operational oversight.
- Inspire, support, and develop staff.
- Working with board of directors to envision and achieve strategic goals.
- Provide overall financial management for the organization, including developing and monitoring organizational budgets, maintaining sound financial practices, and linking the organization's budget process to strategic and operational goals.
- Evaluate the effectiveness of KidSight's programs and make corrections for improvements.
- Work with Saving Sight to integrate their support in IT, accounting, and HR with KidSight's operations.

Education:

- Bachelor's degree or an equivalent combination of education and experience from which comparable knowledge, skills, and abilities have been acquired is required.
- Continual training and certification as necessary.

Qualifications and Experience:

- A minimum of five (5) years of leadership experience at the organizational, department, or program level that includes financial oversight and strategic planning.
- A minimum of five (5) years of experience in fundraising with a broad range of experience in revenue-generating strategies.
- Broad and in-depth knowledge of nonprofit organization management, board relations, and risk management.
- Demonstrated passion for KidSight's mission.
- Strong organizational management, financial management, and budgeting skills.
- Experience working with community service organizations, and Lions Clubs specifically, is a plus.
- Experience in advocacy is a plus.
- Strong relationship builder who is invested in collaboration with outside stakeholders, staff, volunteers, and board members.
- Working knowledge of Microsoft operating systems, Microsoft Office, general database, and web-based applications.
- Must maintain a valid driver's license and acceptable driving record as determined by the organization.
- Must have reliable transportation.

Physical Requirements:

- Ability to travel throughout service region as required.
- Requires occasional out-of-town stays.
- Driving for extended periods or long distances may be required.
- Long periods of sitting and/or standing may be required.
- Frequent periods of intense concentration, attention to detail and accuracy.
- Ability to handle mental and physical strain involved in use of printed materials, prolonged use of computer screens and extensive phone usage.
- Moderate manual dexterity for basic keyboarding.
- Ability to lift and move more than 30 pounds.

ENVIRONMENTAL DEMANDS

- Normal office environment combined with normal outdoor exposures.

NOTE: The preceding statements describe the nature and level of assignments normally given job incumbents. They are not an exhaustive list of duties. Additional duties may be assigned.

KidSight is an Equal Opportunity Employer. We take pride in the diversity of our staff, and seek diversity in our applicants. KidSight does not unlawfully discriminate on the basis of any status or condition protected by applicable federal or state law. KidSight reserves the right to seek, hire and promote persons who support the goals and mission of the organization.