



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Do you Model the YMCA core values? **Caring, Honesty, Respect, and Responsibility.**

The YMCA of Greater Cleveland is currently seeking a Branch Executive Director. Join our Greater Cleveland YMCA team in living our cause and helping to provide quality, safe and healthy programs and services in our community.

The Branch Executive Director supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. This position oversees the total operation for West Shore Family YMCA, this includes fiscal management, safety, membership, marketing, programs, facilities, volunteer and staff development, financial development, community relations and collaborations with community agencies.

ESSENTIAL FUNCTIONS:

- Coordinates the development of the branch board and committees. Directs the volunteer activities (policy and program) of the branch.
- Develops, manages, and monitors the branch operating budget and meet or exceeds budget targets.
- Directs the financial development activities of the branch and ensures annual campaign targets are met/exceeded.
- Ensures revenue growth through a climate of innovation to develop member-focused programs which support the Y mission, goals, and strategies.
- Creates a culture of safety is maintained at the branch. Is responsible for the day-to-day delivery of branch safety, ensuring that branch safety practices match procedures and protocols.
- Develops and directs high quality relationship-based member engagement strategies. Models relationship-building skills in all interactions with staff, volunteers, members, and the community. All branch staff wear name tags.
- Represents and promotes the YMCA in the local community and develops positive working relationships with other organizations, businesses, and governmental entities. Develops, maintains, and models collaborative relationships with community agencies in service delivery area.
- Oversees the hiring, training, development and supervision of staff.
- Directs branch strategic planning efforts and develops the annual operating plan of the branch.
- Ensures the safety and maintenance of high quality facilities, grounds, and equipment.
- Directs branch marketing and communication efforts to effectively communicate benefit to the community.
- Serves as a member of Y management and supports the overall objectives of the YMCA.
- Other Duties as assigned.

YMCA OF GREATER CLEVELAND

1801 Superior Avenue, #130
Cleveland, Ohio 44114
P: 216.263.6835
www.ClevelandYMCA.org



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Qualifications:

- Bachelor's degree in human services, social services, business or equivalent.
- Six or more years of management experience, preferably in a YMCA or other nonprofit agency.
- Ability to direct total operations through volunteer development, supervision of staff, development and monitoring of branch budget, marketing and public relations, and program development.
- Experience in management and development of volunteer involvement; ability to recruit top community leaders.
- YMCA Multi-Team or Branch Leader certification preferred.

About YMCA of Greater Cleveland: At the Y, our mission is to put Christian principles into practice through programs that build healthy spirit, mind and body for all. That's why we offer an exceptional package that includes:

- A free membership to your local YMCA and discount to YMCA programs including childcare (part-time positions do not receive discount on childcare).
- Additional employee discounts at many places in and around town, just for being a YMCA of Greater Cleveland employee.
- Eligible employees receive comprehensive Benefits Plan including Health, Dental, Vision, Employee Assistance Plan, Retirement 8% paid by the YMCA of Greater Cleveland and paid vacation.

YMCA OF GREATER CLEVELAND

1801 Superior Avenue, #130
Cleveland, Ohio 44114
P: 216.263.6835
www.ClevelandYMCA.org