

JACK GROBAN & ASSOCIATES

Executive Search

HIGHER GROUND USA **Sun Valley, Idaho**

EXECUTIVE DIRECTOR

The Organization

Higher Ground USA (HG) was established in 1999 as a 501(c)3 non-profit institution providing innovative, therapeutic recreation programs for adults, teens, and children with physical and emotional disabilities. HG has since expanded to provide therapeutic recreation programs for military veterans and first responders with physical and mental health challenges. Programs include both single day activities and longer one-week programs. All activities are overseen by Certified Recreational Therapists. Approximately 1000 individuals are served annually through both program categories. The majority served are veterans and first responders, coming from across the country. Programs are provided at no cost to the participant.

HG's programs are highly impactful, enhancing quality of life through therapeutic recreation and education. Programs promote community reintegration, self-efficacy, self-regulation, leisure education and skill progression.

Purpose of the Search

Kate Dobbie has served as Executive Director for the past 13 years. With a young family, she has informed the Board of her desire for better work/life balance. Kate will be remaining with the organization in a development capacity.

Location

This position will be located at Higher Ground headquarters in Ketchum, Idaho.

Organizational Relationships

The Executive Director reports to the Board of Directors and manages a total staff of 27 through the following direct reports:

- Director of Operations
- Director of Finance
- Director of Development

While the leadership team is located in Ketchum, numerous staff are located elsewhere in Idaho and work, for the most part, remotely. A small number of employees are located in Boise, ID, Los Angeles, CA and Bentonville, AR. Programs are carried out through a dedicated network of over 200 volunteers nationally.

The Position

The Executive Director is the face of the organization and is responsible for achieving strategic and operating goals set forth by the Board; for protecting HG's exemplary reputation; and for providing the visionary direction necessary for HG to serve an even greater number of individuals in the future.

Principle areas of responsibility include the following:

- **Strategic Planning** – Work closely with the Board to develop, recommend and carry out a long-range strategic plan for the organization.
- **Fundraising** – Assume leadership responsibility for all avenues of fundraising including donor relations, expansion of the donor base and capitalizing on other sources of revenue including private and public grants. Determine appropriate allocation of funds.
- **Leadership and Communication** – Ensure that the Directors are kept informed and focused on objectives and activities consistent with the Board's direction and the organization's mission. Represent the organization among all constituents in a highly professional manner and ensure that all external communication reflects positively on the organization.
- **Financial Management** – Provide an annual operating budget for Board approval and provide regular reporting on operating performance. Ensure timely statutory reporting and that financial information provided is accurate and current; that available funds are properly invested, and that investment performance is monitored; and that sound financial controls are in place and adhered to.
- **Operational/Program Management** – Provide oversight of all programs and services, ensuring high-quality delivery. Secure opinions from recipients on the utility and effectiveness of HG programs and services as a basis for continuous improvement. Seek efficiencies across programs and services and encourage adoption of new methods and procedures that might benefit recipients.

The Board looks to the Executive Director to proactively offer ideas, recommendations and solutions that the Board may consider and act on.

Candidate Qualifications

Qualified candidates will have a bachelor's or advanced degree and a minimum of 5 years experience as Executive Director of a non-profit organization that supports people with

physical and/or emotional needs; for example, recreation therapy, veterans' services, Paralympics, rehabilitation, adaptive sports or community foundation.

Candidates must have a career history that demonstrates the ability to achieve targeted growth and operating objectives along with a personality that is proactive and solution driven. He or she must be committed to Higher Ground's mission to promote community reintegration, self-sufficiency, self-regulation, leisure education and skill progression among those with physical and emotional disabilities. Candidates should demonstrate the ability to think strategically and to delegate effectively and demonstrate a willingness to work at a hands-on level when required.

Candidates must have the ability to communicate effectively and convincingly across a broad constituency including staff at all levels, volunteers, donors, suppliers and the Board; and the ability to translate vision into actionable messages.

Additional qualifications and capabilities include:

- Demonstrated success in fundraising, ideally including both public and private sources.
- Ability to collaborate and influence without direct authority; ability to coach and develop relationships.
- Solid planning and organizing skills coupled with a focus on successful end results.

Travel

Moderate travel will be required.

Compensation

The compensation package includes a six-figure base salary, self-managed paid time off, subsidized comprehensive health insurance, paid medical/family leave, gym membership, cell phone reimbursement, IRA matching contribution and funding for continuing education. Relocation assistance is available.

For further information or confidential discussion, please contact:

Jack Groban
Managing Partner
Jack Groban & Associates
213-627-6818
jack@jackgroban.com

Jack Groban & Associates has been retained by the client to conduct this search. All discussions and correspondence will be in strictest confidence. We affirm the principles of equal opportunity in employment and will not discriminate against qualified candidates for any unlawful reason including race, religion, gender, sexual orientation, national origin, age, disability or other unlawful factors.