

GRAND FORKS GIRLS FASTPITCH SOFTBALL

Job Title: Executive Director

Organization: Grand Forks Girls Fastpitch Softball Organization

Location: Grand Forks, ND

Position Type: Part-time

About Us: The Grand Forks Girls Fastpitch Softball Organization is dedicated to fostering a positive, competitive environment for young female athletes in our community. We provide a structured program that emphasizes skill development, teamwork, and sportsmanship while encouraging a lifelong love of the game.

Position Summary: The Executive Director will serve as the chief executive officer of the Grand Forks Girls Fastpitch Softball Organization, responsible for overseeing all aspects of the organization's operations. This role involves strategic planning, fundraising, community relations, program development, and staff management to ensure the organization's growth and sustainability.

Salary: This Executive Director position will have a salary of between 7,500 –10,000 per year based on experience. The position will be paid quarterly by the organization.

Key Responsibilities:

1. Leadership and Management:

Provide visionary leadership and strategic direction to advance the organization's mission and goals.

Oversee the day-to-day operations, including management of staff, volunteers, and coaches.

Develop and implement policies and procedures to ensure efficient and effective program delivery.

2. Program Development:

Develop and implement programs and initiatives to enhance player development, including training and competitive opportunities.

Collaborate with coaches and volunteers to create a positive and productive environment for players.

Evaluate program effectiveness and make recommendations for improvements.

Coordinate and manage the spring evaluation process in an impartial manner.

3. Community and Stakeholder Relations:

Build and maintain strong relationships with community leaders, sponsors, and partners.

Represent the organization at community events, meetings, and public appearances.

Promote the organization through various channels, including social media, local media, and community outreach.

4. Governance and Compliance:

Work closely with the Board of Directors to ensure alignment with organizational goals and compliance with regulations.

Prepare and present reports to the Board on the organization's performance and strategic initiatives.

Ensure adherence to all relevant laws, regulations, and organizational policies.

5. Human Resources:

Recruit, train, and evaluate staff and volunteers to ensure effective and motivated teams.

Foster a positive and collaborative work environment that supports professional growth and development.

Qualifications:

Proven experience in a leadership role within a nonprofit or sports organization, preferably in a similar setting.

Strong financial acumen with experience in budgeting, fundraising, and financial management.

Excellent interpersonal and communication skills with the ability to engage and motivate diverse groups.

Demonstrated ability to develop and implement effective programs and strategies.

Experience with community relations and public speaking.

Ability to work flexible hours, including evenings and weekends as needed.

To Apply: Interested candidates should submit a resume, cover letter, and three professional references to president@gffastpitch.com by **October 15th**. Please include "Executive Director Application" in the subject line.

The Grand Forks Girls Fastpitch Softball Organization is an equal-opportunity employer.