

## **Lax4all Description** Executive Director's job description

Lax4all Executive Director (ED) is the senior staff member of the organization and tasked with providing leadership to the organization. The ED is responsible for implementing the long-term strategic goals of the organization, staff management and oversight of the day to day operations. The ED reports directly to the Board of Directors (Board).

### **Executive Director Responsibilities but not limited to:**

- Provide general oversight of all Lax4all programs and services, manage day-to-day operations, and assure a smooth functioning, efficient organization that upholds its mission and serves its constituency;
- Develop, motivate and manage team to assure high quality programming and organizational stability through changing programmatic, economic and political environments;
- Work with team and board to set long-range goals and to conduct ongoing evaluation of the organization's success in meeting established benchmarks and intrinsic goals;
- Ensure state and federal compliance for all Lax4all programs, subsidiary organizations and related partnerships;
- Oversee the fiscal activities of the organization including budgeting and reporting;
- Establish major economic objectives, recommend policies for the organization and prepare reports that outline the organization's financial position in the areas of income, expenses, and earnings based on past, present and future operations;
- Manage existing revenue streams, develop new revenue streams, seek public and private funding through partnership development, program development and grant writing; and
- Work with team, volunteers, and Board of Directors to increase the organization's visibility within the community.

### **Characteristics required for the Lax4all Executive Director position:**

- Influence
- Decision Making
- Finance
- Quality Results
- Community
- Relationships
- Functional Expertise
- Philanthropy
- Staff Development
- Emotional Maturity

Lax4all's mission is to establish Lacrosse in underprivileged communities throughout the country. With help of our Partners and Volunteers, Lax4all hopes to build and establish respectable Lacrosse programs in towns all over Long Island. Aside from establishing respectable Lacrosse programs, Lax4all strives to build respectful boys and girls. Using Lacrosse to build more than just athletes, Lax4all works to better prepare today's youth so they will make a positive impact on the next generations.