

# Chief Executive Officer

Boys & Girls Club of Manhattan



BOYS & GIRLS CLUBS  
OF AMERICA



# The Opportunity

## Boys & Girls Club of Manhattan

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An exciting opportunity to lead our Boys & Girls Club of Manhattan (BGCM) is open, and we are looking for our next Chief Executive Officer to make a positive impact on kids' lives. We're seeking candidates who will lead the overall planning and operation of the organization – while providing leadership, direction, and support to the Board of Directors. You will be responsible for bringing the organization's mission to life, as you work to ensure that area kids and teens achieve great futures by delivering a safe and fun space, creating an engaging Club experience, and managing caring professionals to guide them along the way.

As a powerful testament, an astounding 54% of national Club alumni have expressed that the Club has had a life-altering impact on them. This highlights the incredible opportunity that awaits you and your team to make a profound and transformative difference in the lives of our youth, which will undoubtedly bring about profound and lasting changes.

The ambition for the future of the organization is to be able to increase BGCM's positive impact in the Manhattan area. One way to achieve that is to increase the number of youths served. Improving program efficacy is another way. Some combination of the two is the likely strategy for success. The new CEO will be tasked with setting the vision, garnering the community's support, and harnessing the resources to achieve this two-fold impact improvement.





# About the Organization

## Boys & Girls Club of Manhattan

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Since its founding, the Boys & Girls Club of Manhattan has been a trusted resource for children, teens, and families in the Manhattan community. What began as a single Club has grown into a vital hub of support for youth—providing a safe, welcoming environment where young people can learn, grow, and build the skills they need to succeed in school and in life.

The organization is dedicated to providing safe spaces, caring mentors, and high-quality programs that help youth realize their full potential. Over the years, the Club has strengthened its impact by expanding program offerings, deepening relationships with families, and cultivating strong partnerships with schools, local organizations, and community stakeholders committed to youth development.

Today, the Boys & Girls Club of Manhattan serves young people annually through after-school and summer programs focused on academic success, healthy lifestyles, and character and leadership development. From homework support and enrichment activities to arts, recreation, and leadership opportunities, the Club continually adapts to meet the evolving needs of youth and families in the Manhattan area.

Rooted in its mission to enable all young people—especially those who need us most—to reach their full potential as productive, caring, and responsible citizens, the Boys & Girls Club of Manhattan remains a cornerstone of opportunity and belonging in the community, creating pathways for young people to achieve great futures.





# Priority Outcomes

## Boys & Girls Club of Manhattan

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At the Boys & Girls Club of Manhattan, we provide safe, welcoming environments where youth can learn, lead, and grow. Our programs are intentionally designed around three priority outcomes proven to have the greatest long-term impact on young people's success:

### Academic Success

The Club supports youth with homework assistance, academic enrichment, and skill-building opportunities that reinforce success in school and beyond. Through after-school and summer programs, STEM activities, literacy support, and partnerships with local schools, we help young people build confidence, curiosity, and the foundation needed for future education and career pathways.

### Good Character & Citizenship

We foster leadership, responsibility, and strong character by helping youth develop positive values and a sense of belonging. Through mentoring relationships, youth leadership opportunities, service-learning experiences, and programs that elevate youth voice, Club members build integrity, empathy, and the skills to contribute meaningfully to their families, schools, and community.

### Healthy Lifestyles

The Boys & Girls Club of Manhattan promotes physical, emotional, and social well-being through recreation, nutrition, and wellness-focused programming. From physical activity and healthy meals to social-emotional learning and positive peer connections, our programs help youth develop healthy habits, resilience, and lifelong skills for overall well-being.





# Key Responsibilities:

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- Implement strategic plans as set by the Board of Directors, as well as annual goals and objectives; financial, program and administrative management; and leadership of the organization. Guidance and direction are provided by the Chair of the Board, and by the Board and its Executive Committee.
- Promote Boys & Girls Clubs services to individuals, other service organizations and the local community with a focus on collaborative communication.
- Direct and participate in public relations and fundraising activities; lead activities to raise funds or otherwise solicit and gather monetary donations or other gifts for the organization
- Establish goals and budgets; develop policies and procedures.
- Monitor and approve the organization's program services to ensure achievement of the mission and goals of BGCM in collaboration with and support of the Board of Directors.
- Oversee management and attainment of resources necessary to ensure the stable financial operations of the organization are conducted in accordance with applicable laws.
- Oversee staffing activities of the organization, including recruiting, training, mentoring, and evaluating both paid and volunteer staff.





# Key Responsibilities:

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- Provide leadership to Club staff by developing administrative and operational standards by which goals will be met.
- Provide professional leadership to the Board of Directors to ensure the development of an effective and motivated Board, including identification, recruitment, training, and involvement of Board members in meeting the goals of the organization.
- Demonstrate that safety is a core value, ensure that the management system conforms with membership requirements and industry standards and is actively engaged in the safety improvement process.
- Ensure that the organization is in compliance with membership and other requirements or standards of Boys & Girls Clubs of America, other affiliated and regulatory agencies and that the Organization has standards and measures in place that define effective safety practices, train to those annually, and identify vulnerabilities and strategies to mitigate risks.
- Serve as point of escalation, feedback and approval for reportable Club incidents ensuring that all accident and incident reports are completed, up to date and submitted to the administrative office for archiving.
- May be assigned special projects periodically by the Board of Directors.
- Reports to the Board of Directors.





# Leadership Skills

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**Strategic Orientation** - The ideal candidate will be able to draw a high level of insight from having successfully led in several different operating environments. The candidate will not only be able to set a compelling vision for the organization but will also be able to develop a strategy & structure to realize the BGCM vision and drive supporting plans and programs. An ability to assess current strengths, weaknesses, opportunities, and threats (SWOT) and set priorities accordingly will enable this leader to position the organization for continued success in the years to come.

**Team Leadership** - This leader will have a strong track record of building effective teams. They will be able to increase the capacity of the existing staff and raise the level of expertise of those they bring into the organization. They will also be a recognized leader in the community and be viewed as a peer among business leaders and other pillars of Manhattan's community. Additionally, this leader will have the social range to connect, not just at the senior executive and Board level, but also with the kids the Clubs serve.





# Leadership Skills

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**Results Orientation** - The successful candidate will have a track record of consistently delivering results in dynamic situations involving multiple stakeholders (e.g., school district, social service agencies, key donors, etc.). These results will relate not only to improvements in service quality but will also relate to broad community engagement. Being able to drive internal results (e.g., cost management, eliminating wasteful practices, improved quality) and external results (fundraising, brand awareness, advocacy) will be equally important.

**Collaboration & Influencing** - This leader will have demonstrated a track record of building and sustaining effective relationships with internal and external stakeholders alike. They will be particularly good at forging partnerships and working with a Board of Directors. They will be able to leverage excellent communication skills to build and engage a network of a broad range of stakeholders. They will share the BGCM vision with that network and engage them in that vision to garner their support.





# Required Knowledge, Skills and Abilities

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- Demonstrated ability to organize, direct, plan and coordinate operations in a multi-unit organization.
- Leadership skills, including negotiation, problem-solving, decision-making and delegation.
- Strong communication skills, both oral and written; ability to speak effectively and persuasively to groups and individuals.
- Demonstrated competency and ability in establishing and maintaining effective working relationships with a Board of Directors, staff, community groups and other related agencies.
- Demonstrated ability to supervise professionals and other staff/volunteers who may be in distant subunits of the organization.
- Advanced knowledge and expertise in asset management, including financial resources and property.
- Demonstrated skills and competency in the following areas preferred: the mission, objectives, policies, programs, and procedures of Boys & Girls Clubs; the principles and practices of nonprofit organizations and their management; and resource development activities and sources of funding.





# Education & Compensation

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- Bachelor's degree from an accredited college or university required; advanced degree preferred.
- Compensation and benefits will be competitive and commensurate with education and experience.





# Location

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Manhattan, Kansas—often called the “Little Apple”—is a vibrant and welcoming community located in the scenic Flint Hills region of northeast Kansas. With a population of approximately 55,000, Manhattan offers the charm of a mid-sized town paired with the cultural, educational, and economic assets of a university-centered community. Its walkable downtown, strong neighborhoods, and access to open prairie landscapes contribute to a high quality of life for residents and families.

The local economy is anchored by education, research, health care, agriculture, and public service. Kansas State University (K-State) serves as the city’s largest employer and a major driver of innovation, workforce development, and cultural vitality. Additional key employers include Manhattan-Ogden USD 383, Ascension Via Christi Hospital, and Fort Riley—located just west of the city—which brings a strong military presence and contributes to the region’s economic stability and diversity.

Manhattan’s cultural life is active and community-oriented, with amenities such as the Marianna Kistler Beach Museum of Art, McCain Performance Series, local theaters, festivals, and a growing dining and brewery scene. Outdoor recreation is a defining feature of the area, with hiking, biking, and water activities available at the Konza Prairie, Tuttle Creek Lake, and surrounding Flint Hills—offering year-round opportunities for residents to stay connected to nature.

The Boys & Girls Club of Manhattan is centrally located within this ecosystem, working closely with local schools, families, and community partners to support young people across the area. For a mission-driven leader, Manhattan offers a strong sense of community, an affordable cost of living, and the opportunity to lead a high-impact organization in a city that values youth development, education, and collaboration





# Additional Information

## Boys & Girls Club of Manhattan

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Our Website:

[Boys & Girls Club of Manhattan](#)

Leadership Team, Staff & Board:

[Meet Our Staff | Boys & Girls Club of Manhattan](#)

[Board of Directors | Boys & Girls Club of Manhattan](#)

Community Information:

[Manhattan Area Chamber of Commerce - Website](#)

[Made for Manhattan - Website](#)

[Visit Manhattan - Website](#)

A résumé and cover letter should be sent to Jamila Sampson ([jsampson@bgca.org](mailto:jsampson@bgca.org)) to ensure full consideration.

