



President & Chief Executive Officer (CEO)

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The Lakeside Association, doing business as Lakeside Chautauqua, is seeking its next President & Chief Executive Officer. The ideal candidate lives in or within a short commute to Lakeside and is an experienced non-profit executive with proven leadership in achieving goals that are comprehensive, visionary, creative and practical.

OVERALL QUALIFICATIONS

- A strategic, entrepreneurial, diplomatic, and resilient leader who can articulate a vision and set goals to ensure that Lakeside remains a vibrant, spiritual and cultural center.
- 5-10 years of senior leadership experience, including achievement in a non-profit, board-structured, mission-driven organization is preferred.
- High degree of energy, integrity, and courage as well as the intellectual, organizational, and personal qualities to quickly give and earn respect and cooperation from a diverse constituency.
- Demonstrated commitment to successful fundraising and endowment growth.
- Proven ability to cultivate, build and manage a team and healthy organizational culture.
- Excellent communication and listening skills.
- An interest in, understanding and value of the four Chautauqua pillars: Religion, Education, Arts & Entertainment, and Recreation.
- Demonstrated financial acumen.

REPORTS TO: The Lakeside Association Board of Directors

ADDITIONAL RESPONSIBILITY: President, The Lakeside Chautauqua Foundation

RESPONSIBLE FOR: Lakeside Chautauqua Realty Limited and The Memorial Garden at Chautauqua Park, LLC

DIRECT REPORTS INCLUDE: Chief Financial Officer and Chief Operating Officer

SALARY: Commensurate with experience.

POSITION SUMMARY & PRIMARY LEADERSHIP ROLES:

A. EFFECTIVE COMMUNICATOR & RELATIONSHIP BUILDER

- Serve as the chief spokesperson and storyteller; friendly, personable, kind, humble, visible.
- Effectively and respectfully communicate, both verbally and in writing, with a diverse array of stakeholders, including Board chairs, directors, staff, donors, homeowners, guests (renters), volunteers, strategic partners, adjacent communities, regional business leaders, and government officials.

B. PERSONAL SUCCESS ATTRIBUTES

- Honest, trustworthy, transparent, and collaborative.
- Implement, grow, and develop a culture of servant leadership at all levels.
- Ensure that all activities at Lakeside are consistent with the Lakeside Pillars, Mission, Vision and Values.
- Promote an environment where all are treated with dignity and respect.

C. DEMONSTRATED PASSION FOR FUNDRAISING

- Drive strategies to increase the annual impact fund, special events, planned giving, capital campaigns, and endowment.
- Further develop grant, special campaign, and corporate sponsorship opportunities.
- Develop and implement a sustainable economic model to ensure affordability of the Chautauqua experience.

D. BOARD RELATIONS

- Partner and align with board leadership to foster excellent board/staff collaboration.
- Effectively utilize the talents and resources of board members, and recruit new members.
- Maintain overall fiscal responsibility for the annual operating budget and financial objectives and oversee the most effective use of financial resources.

E. PROGRAM VIBRANCY

- Set vision for comprehensive Chautauqua programs supporting the Four Pillars: Religion, Education, Arts & Entertainment, and Recreation.
- Oversee short-term operational and long-range strategic planning and implement approved Strategic Plan.
- Lead change management process for continuous improvement.
- Support short and long-term plans by defining and setting priorities and delivering them on time and on budget.
- Develop and implement strong succession plans for leadership and core team members.

F. VALUE AND PROMOTE DIVERSITY

- Strive for inclusion of diverse viewpoints.
- Enrich the Lakeside culture of belonging.