

Team Gleason Managing Director Search

Job Description & Background Information



The Organization & Role

About Team Gleason

Team Gleason Foundation was founded by former New Orleans Saints player Steve Gleason after his diagnosis with Amyotrophic Lateral Sclerosis (ALS) in 2011. Team Gleason's mission is to improve life for people living with ALS by delivering innovative technology and equipment and providing and empowering an improved life experience.

Since 2011, Team Gleason has provided over \$18 million in adventure, technology, equipment, and care services to over 20,000 people living with ALS in all 50 states.

As an advocate on the national stage, Team Gleason is also a credible voice and passionate advocate for driving positive change – elevating needs and recommendations to the medical device and technology industries and working closely with legislators and policymakers around necessary changes to ensure coverage evolves as technology evolves, and that cost of care is never prohibitive.

Team Gleason has 17 team members and an annual budget of approximately \$4.5 million.

About the Managing Director Role

Team Gleason is seeking an experienced and effective leader to build upon the organization's success and lead Team Gleason through its next chapter of growth. The Managing Director will serve as the head of the organization, closely collaborating with the Executive Director, Chief of Staff, and Advisory Committee to develop and implement organizational strategy in line with Team Gleason's established strategic vision and operational priorities.

The ideal candidate will bring years of organizational and personnel management, helping to further structure and professionalize Team Gleason, now in its tenth year. Through effective decision making, a collaborative and supportive culture, and a proclivity for creating actionable plans, the new Managing Director of Team Gleason will help broaden and deepen our impact on the ALS community.

Additional Position Context

Location: Greater New Orleans Area, Louisiana

Salary: \$90,000 - \$110,000, commensurate with experience

Position Reports To: Team Gleason Board of Directors

Direct Reports: Executive Director, Chief of Staff, Support Services Coordinator, Community Liaison, Technology & Equipment Team Manager, Adventure Coordinator, Development Director, Strategic

Advisors: Marketing, Advertising, and Advocacy

Organizational Leadership

The Managing Director is the most senior member of the organization, providing the majority of oversight and final approval for organizational functions (e.g. Fundraising & Development, Program Execution, etc.), with support from the Board of Directors on strategic planning and organizational financials, and the Executive Director on external-facing initiatives and partnerships.

The Managing Director will partner closely with the Executive Director and Chief of Staff to manage the day-to-day functions of the organization.

Principal Duties

Organizational Strategy Development & Implementation

- In collaboration with the Advisory Committee and Board of Directors, define and communicate Team Gleason's strategy for growth and sustainability.
 - Regularly engage with various Team Gleason stakeholders (e.g. Staff, board members, program beneficiaries) to ensure a collaborative approach to strategy development.
- Manage implementation and evaluation of organizational strategy, utilizing existing tools (e.g. OKRs) and building upon historical efforts.
- Collaborate with the Executive Director and Chief of Staff on key organizational decisions and the development and execution of projects.
- Support the Executive Director in identifying, cultivating, managing, and stewarding all partner relationships related to equipment/technology and forward-thinking technology and data initiatives.
 - In collaboration with the Executive Director, serve as a representative of Team Gleason at events to enhance the organization's presence locally and nationally.

Culture and Personnel Management

- Direct and oversee staff responsible for program services (tech & equipment, adventures, patient outreach and engagement, etc.) as well as marketing and development.
- Motivate and provide executive leadership to all team members, including cultivating and providing opportunities for individual and team growth within the organization.
- Serve as primary communicator of organizational decisions and directives to staff, ensuring clarity of messaging across the organization. Optimize communication channels to increase shared knowledge while reducing communications duplication and inefficiencies.
- Partner with the Chief of Staff to manage personnel hiring and growth, including revising key personnel and operations structures as appropriate (e.g. performance reviews, org structure, hiring practices, etc.) to ensure accountability, high levels of performance, efficiency, and employee satisfaction.
- Build upon Team Gleason's existing "family-like" culture, leveraging best practices in personnel management to improve retention and staff well-being.

Operations and Program Oversight

- Ensure effective execution of all daily operations of the organization, including mission services, marketing, development, operations, and finance.
- Lead the development of an overarching program plan, working in collaboration with the Executive Director, Advisory Committee, and staff to ensure alignment with Team Gleason's five-year strategic vision and operational priorities.
- Regularly convene Programs team and individual meetings to assess progress and support staff with goal setting and execution of activities.
- Provide direction in prioritization and management of ongoing projects, including helping staff problem-solve capacity constraints during peak program demand.
- Ensure overall program quality and effectiveness from initial contact to fulfillment and follow-up.
- Identify new and innovative ways to provide mission services, improving efficiency and effectiveness and responding to community needs.
- Develop and implement strategies that will maximize synergies across all Team Gleason program areas.

Principal Duties (Continued)

Fiscal Management and Governance

- Work with the Finance and Operations Officer and the Executive Director to establish and oversee Team Gleason's annual budget.
- Support Development Director to set a vision and align staff and Board Members around a broad and ambitious fundraising strategy.
- Work collaboratively with Board Members and staff to cultivate and steward donor relationships.
- Work collaboratively with the Board of Directors to steward and leverage Team Gleason's organizational assets.
- Provide as needed support to the Executive Director around board management and convenings.

Desired Skills & Competencies

Required

- Commitment to the mission and vision of Team Gleason
- Demonstrable experience in developing strategic or business plans
- Outstanding analytical and problem-solving abilities, including the ability to utilize data and metrics to guide decision making
- Proactive, rather than reactive approach to decision making and strategy development
- Familiarity with diverse organizational functions such as marketing, operations, fundraising, performance management, etc.
- Ability to execute and operationalize organizational priorities
- Proven ability to manage, motivate, and develop professional staff with humility and a collaborative approach
- Strong written and verbal communication skills, including ability to establish a culture of open and honest communication

Preferred

- Prior familiarity and experience with the ALS community
- Masters of Business Administration, or related degree
- Proven experience as Managing Director or other senior management position, preferably in a nonprofit or related industry (10+ years experience managing people)
- Fundraising or donor cultivation experience
- Ability to select, manage, and utilize software and systems
- Program development and management experience

Applying for the Position

Application Instructions

Please submit your cover letter, resume, and supporting information via the Team Gleason website at this page: <https://teamgleason.org/careers>

In your cover letter, provide integrated responses to the questions below:

1. What about Team Gleason's mission - *to improve life for people living with ALS by delivering innovative technology and equipment, as well as providing and empowering an improved life experience* - motivates you to lead the organization and team?
2. How will you apply your talents and interests to succeed as Managing Director?
3. What does a positive team culture mean to you? How has your management style led to a positive and effective team culture in your past roles?

Application Deadline

The application deadline is Friday, October 15th. We encourage candidates to apply as soon as they are able, as we will begin evaluating applications on a rolling basis.

Managing Director Search Team

Team Gleason has retained [trepwise](https://www.trepwise.com) to lead the Managing Director search. You may reach out to [trepwise](mailto: hiring@trepwise.com) at [hiring@trepwise.com](mailto: hiring@trepwise.com) with any questions.

Team Gleason is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender identity or expression, sexual orientation, national origin, genetics, ability, age, or veteran status.

