



# YELLOWSTONE

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## Boys and Girls Ranch Foundation

### *Position Announcement*

## **President & Chief Executive Officer**

**Yellowstone Boys and Girls Ranch Foundation**

**Billings, Montana**

#### **Reports To**

Board of Directors

#### **Organization Profile**

Located in Billings, Montana, Yellowstone Boys and Girls Ranch Foundation (Foundation) is the champion of the Yellowstone Boys and Girls Ranch (YBGR). The **Mission** of the Foundation is to support, promote, advance and enable charitable religious, and educational programs benefiting youth and adults with special needs.

#### **The Yellowstone Boys and Girls Ranch**

Yellowstone Boys and Girls Ranch is a nonprofit organization in Montana that serves children, adolescents, and families across the state of Montana through a continuum of care. Programs include Residential Care, Community-based Services, Therapeutic Group Home Care and Educational Programs, among others. The continuum of care is delivered through 19 community-based service locations, 24 school districts, 10 therapeutic group homes, and the primary residential treatment center at the Ranch in Billings.

The Yellowstone Boys and Girls Ranch is guided by the principles embodied in their mission and values. These principles uphold the moral integrity of the work, guide the quality of care, the programs offered, and the recruitment of caring professionals who make the lasting impact on the lives of the youth served.

### Historical Timeline of Growth

- **1957: Ranch Begins:** Yellowstone Ranch opens its doors to its first group of emotionally troubled youth, anchoring a 60+-year legacy of care.
- **1970s: Education for All:** The Ranch expands with K-12 Yellowstone Academy holistic healing with structured learning.
- **1985: Foundation Established:** The Foundation is formed to secure the Ranch's future, championing planned giving and endowment building.
- **2000s: Growth & Innovation:** New treatment wings and community programs launch bringing enhanced emotional, behavioral, and education support.
- **2024: A Legacy of Change:** Over 4,000 children served. Each one a testament to hope realized and hearts rebuilt.
- **2025: Acquisition:** A close partnership leads to YBGR acquiring Youth Dynamics, Inc. Providing more support for youth, integrating levels of care and helping to prevent treatment delays.



### Position Summary

The President & CEO (CEO) of Yellowstone Boys and Girls Ranch Foundation provides strategic leadership and operational oversight to ensure the Foundation's primary mission, to support the Yellowstone Boys and Girls Ranch and its programs, is fulfilled with excellence, transparency, and integrity. The CEO will work closely with donors, board members, legal and financial advisors, influential community members, and the leadership of Yellowstone Boys and Girls Ranch. The CEO supports

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Yellowstone Foundation staff positions in all matters relating to community development, fundraising, gift planning, finance, budget, and charitable trust administration and investment compliance. The CEO will build a collaborative team environment and inspire staff to achieve individual and organizational goals.



### **Specific Responsibilities**

- Develop and implement the Foundation's strategic plan/vision in collaboration with the Board and Leadership team.
- Serve as the community-facing leader of the Foundation, build strong relationships with all stakeholders; consistently champion the Foundation's mission, foster trust, and increase visibility, engagement, and impact across all constituents.
- Provide oversight for Foundation operations, including finance, development, gift planning, trust administration, human resources, prudent investment and protection of Foundation assets, and compliance of all fundraising activities with IRS regulations and state and federal law.
- Build, lead, and inspire a high-performing team aligned with the mission and values of YBGR and the Foundation.

- Develop annual revenue goals and plans to diversify and increase organizational budgets. Oversee operational budgets and ensure cost-effective and fiscally sound programs.
- Board Management: facilitate Board of Directors meetings. Assist the Board in fulfilling its fiduciary and strategic responsibilities. Oversee and maintain active and transparent communication with the Board of Directors. Support Board recruitment, orientation and training.



- Keep the Board informed of emerging legal, financial, and philanthropic issues. Facilitate committee meetings of the Board, including the Executive, Investment, Audit, Compensation, Development and Joint Fundraising Committees.
- Lead the Foundation's executive team in establishing and achieving strategic goals and outcomes.
- Collaborate with Yellowstone Boys and Girls Ranch leadership to align fundraising goals and activities with organizational needs and funding priorities.
- Foster an effective major gift program focused on donor centered identification, cultivation, solicitation, and stewardship efforts.
- Establish, cultivate and steward a portfolio of high-net-worth donors and prospects.
- Support a robust gift planning program and have working knowledge of planned giving concepts, including creation and administration of charitable remainder and lead trusts, charitable gift annuities, life estates, donor advised funds, qualified charitable distributions from IRAs, estate planning through wills and revocable living trusts, non-probate transfer strategies, and the legal probate process.
- Actively network and engage with wealth advisors throughout a broad region, serve them by providing financial solutions that benefit YBGR and also fulfill their clients' charitable intent.
- Collaborate with financial and investment advisors to ensure compliance with the Board's investment policies for its various funds, annuities and charitable trusts.



- Engage with community organizations such as Rotary, Kiwanis, Chamber of Commerce, etc.
- In coordination with leadership team, monitor and mitigate legal risks and coordinate with outside counsel, as necessary.
- Ensure maintenance of corporate formalities, including corporate records, policies, minutes and all legal filings required for nonprofit governance.
- Assist with preparation and monitoring of annual budget for all departments.
- Assist with and ensure completion of annual audit and annual IRS forms.
- Oversee timely completion and filing of charitable trust tax returns, donor K-1s and 1099s.
- Other duties as assigned.



## **Qualifications**

Qualities and experiences that ideal candidates should display include:

- Bachelor's degree from an accredited college or university.
- Seven years of successful experience in leadership and team management.
- Innovative, forward-thinking leader with exceptional interpersonal skills. Ability to build consensus and inspire a team.
- Genuine enthusiasm for the well-being and support of youth – commitment to the mission.
- Demonstrated history of growing and advancing philanthropy.
- Thorough understanding of planned giving vehicles.
- Proven track record of success in various forms related to capital campaigns, securing transformational gifts and grants from individuals, foundations and corporations.

- High attention to detail, strong observation, analytical and listening skills.
- Results-oriented with the ability to think strategically, generate new ideas, plan, and implement goals and objectives.
- Deep commitment to high ethical standards and confidentiality.
- Experience with budgeting and fiscal management.
- Operate with a high degree of professionalism and integrity.
- Ability to supervise and motivate others to achieve the goals of the organization.
- Able to delegate and develop staff to execute in their area of responsibility.
- Possess strong communication skills and work effectively with the Board of Directors, staff, volunteers and community partners.
- Ability to represent the Foundation in a professional manner, internally and externally.
- Ability to organize, set priorities, take initiative and exercise sound, independent judgment.
- Able to adapt to a changing environment.
- Ability to respond to and manage a crisis with a calm, mindful and respectful approach.

## **Preferred**

Preference will be given to candidates that also display one or more of the following:

- Advanced academic degree (JD, MBA, MPA, etc.).
- Fundraising/Professional designations (CFRE, CSPG, CAP, CFP, etc.).
- Experience working in child protection, education, legal, child welfare, youth oriented or social service organizations.
- Volunteer board leadership.



**Memorandum**

The salary and benefits are competitive and commensurate with experience and qualifications. Paschal • Murray supports the commitment of our client in encouraging applicants from diverse backgrounds and cultures. As a condition of employment, our client reserves the right to conduct background verification including academic, work, driving, credit, and criminal histories.

This position announcement is not intended to be an exhaustive list of all responsibilities and requirements. It is presented as a fair reflection of the principal job elements.

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Nominations and applications are welcome. Please send résumé and letter of application as separate documents attached to an e-mail message to:

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