

MARATHON KIDS

CHIEF OPERATING OFFICER

Marathon Kids is a 501(c)(3) nonprofit based in Austin, Texas. The organization is founded on the principle of “Running Moves Lives” and encompasses a national youth program, Marathon Kids, adult programming and membership through Austin Runners Club, and a portfolio of race and running events. The purpose of the organization is to empower runners of all ages, backgrounds and abilities to lead lifetimes of wellbeing. Through running, we strive to show everyone they can achieve more than they ever thought possible.

Marathon Kids is governed by a passionate and diverse volunteer Board of Directors dedicated to expanding and strengthening representative expertise across organizational areas.

POSITION DESCRIPTION

Marathon Kids has been growing steadily and is now seeking to dramatically accelerate growth. The board and CEO are looking for a mission-focused, seasoned, strategic, and process-minded leader with experience scaling an organization, leading an executive management team, and developing a performance culture among a group of diverse, talented individuals.

The Marathon Kids Chief Operating Officer oversees internal operations, supporting the CEO’s role to develop and achieve strategic objectives, fundraise, public relations, and partnership development. The COO ensures all departmental workflows and processes are transparent, optimally cross functional and managed to execute on time and within budget, and that all outputs benchmark against organizational goals and aims established by the CEO, as the agent of the Marathon Kids Board of Directors.

RESPONSIBILITIES

Reporting to the CEO of Marathon Kid, the COO:

- Meets regularly with and reports to the CEO about the company’s daily operation, upcoming adjustments or developments to business operations strategy, or other company goals and objectives
- Communicates to resolve any necessary changes to strategy, impact on business goals or other operational adjustments
- Works in partnership with the CEO, board, and staff to develop the strategic plan and implement new processes and approaches to achieve it

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- Serve as the internal leader of the organization:
 - Oversee the day-to-day operations of the organization
 - Coordinate the annual operations plan and budget
 - Scope the next level of information technology and financial systems that support the growth of specific programs and the organization overall
 - Lead the performance management process that measures and evaluates progress against goals for the organization
 - Provide a strong day-to-day leadership presence and support an open-door policy among all staff
 - Implement the plans and strategy developed by the organization
 - Work with the national board of directors: present to the board at quarterly meetings and serve as needed on board committees

- Manage the Directors and Senior Directors with functional oversight across:
 - Marathon Kids Program
 - Program development
 - Stability and evolution of the Marathon Kids Connect Platform
 - Programmatic growth strategies
 - Austin Runners Club
 - Development of the value proposition for ARC membership to support growth, engagement, and participation
 - Creating ARC as the convening organization for all runners regardless of run club or training affiliations.
 - Race production and execution
 - Fundraising—function reports to CEO; dotted-line reporting to COO on:
 - Budgeting
 - Development and implementation of systems for reporting, measurement and supporting revenue generation
 - Marketing - function reports to COO; dotted line reporting to CEO
 - Strategic marketing plan that advances the program, run club, race portfolio and fundraising objectives of the organization
 - Technology
 - Continuously monitor, manage and evolve the technology stack that supports the organization across all programs and products
 - Administration
 - Manage finance relationship with outsourced accounting and audit partners
 - Facilities maintenance and operation, and contractor relationships
 - Manage and maintain the Human Resources, EPO relationship

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Key Qualifications

As a prerequisite, the successful candidate must believe in the core values of Marathon Kids and be driven by the mission with seven years of leadership experience and functional expertise. The candidate should demonstrate a passion for breaking new ground to lead social change. Beyond that, we are seeking a candidate that has proven experience in scaling an organization and a demonstrated ability to both lead and build the capabilities of a driven, bright, diverse team.

Additional requirements are:

- Results-proven track record of exceeding goals and a bottom-line orientation; evidence of the ability to consistently make good decisions through a combination of analysis, wisdom, experience, and judgment; high level of business acumen including successful P&L management; the ability to balance the delivery of programs against the realities of a budget; and problem solving, project management, and creative resourcefulness
- Strategic Vision and Agility—ability to think strategically, anticipate future consequences and trends, and incorporate them into the organizational plan
- Capacity Building—ability to effectively build organization and staff capacity, developing a top-notch workforce and the processes that ensure the organization runs smoothly so as to put people in a position to succeed
- Leadership and Organization—exceptional capacity for managing and leading people; a team builder who has experience in scaling up organizations; ability to connect staff both on an individual level and in larger groups; capacity to enforce accountability, develop and empower top-notch leaders from the bottom up, lead from the top down, cultivate entrepreneurship, and learn the strengths and weaknesses of the team
- Action Oriented—enjoys working hard and looks for challenges; able to act and react as necessary, even if limited information is available; not afraid to take charge of a situation; can overcome resistance to leadership and take unpopular stands when necessary
- General Management Experience: broad experience with the full range of business functions and systems, including strategic development and planning, budgeting, business analysis, finance, information systems, human resources, and marketing
- Solid educational background—undergraduate degree required; MBA or similar advanced degree highly desired

Compensation

This is an outstanding opportunity for a highly motivated professional to assume a pivotal role in the evolution of a fast-growing, highly respected organization. We are seeking an individual of outstanding quality with a respected track record. Marathon Kids is prepared to offer a competitive salary benefit package commensurate with experience.

TO APPLY, submit a letter of interest and resume to jobs@marathonkids.org. Applications will be reviewed on a rolling basis, with a deadline of February 15, 2023 to be considered.

Upon a successful screening interview, qualified applicants will meet with the CEO and members of the search committee, composed of board and staff members. The desired start date is March 1, 2023.