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DELTA SIGMA PHI

BETTER MEN. BETTER LIVES.

EXECUTIVE DIRECTOR

POSITION PROFILE

May 2018

BACKGROUND

Delta Sigma Phi Fraternity was founded by young men of Jewish and Christian traditions at a time when social norms did not allow their faiths to associate. These young men of culture agreed on one grand principle in the fall of 1899—that all people, whatever their religion, background, race or creed, should live together in harmony as equals—as friends. They believed that everyone of good character was worthy of friendship. By building bonds with one another, each became a better man himself.

That mission of building better men continues to be at the center of everything that Delta Sig does. On college campuses across the country, in boardrooms, in the halls of government, in nonprofit organizations and private business, and in communities all over the world, Delta Sigma Phi is building better men.

MISSION

Our mission is to empower and encourage our members to become Better Men - men of courage, men of action, and men of excellence.

CORE VALUES

CULTURE—membership in Delta Sigma Phi encourages the individual and the chapter in their pursuit of knowledge and intellectual development.

HARMONY—Delta Sigma Phi men are committed to high standards of moral conduct and to bettering themselves and the world around them.

FRIENDSHIP—forged by The Ritual and their oaths of membership, Delta Sigs form lifelong friendships based in values and secured by honesty, integrity and care.

VISION 2025

Delta Sigma Phi Fraternity will set the standard of excellence for lifelong fraternity.

The Fraternity will realize this vision through the implementation of policies and initiatives that achieve the following:

- Delta Sigma Phi members will be known for their reputation as scholars, leaders, and gentlemen.
- Delta Sigma Phi Fraternity will be recognized and respected for its support of the academic mission of host institutions.
- The Delta Sigma Phi experience will be endorsed by parents who will encourage membership for undergraduate men.
- Delta Sigma Phi men will be sought after by civic, business and professional leaders.
- Delta Sigma Phi Fraternity will provide leadership for a lifetime by forging bonds of friendship and brotherhood that are the bedrock of social development.

To learn more about Vision 2025 visit <https://www.deltasig.org/fraternity/vision/>

ORGANIZATIONAL CULTURE

Delta Sigma Phi fosters a culture that values all employees and is “customer-centric” and entrepreneurial in approach. Collaboration, respect, and open communication characterize the manner in which staff and members engage each other, have a strong work ethic and are dedicated to the organization’s success.

The organization works hard to deliver programming and support to undergraduate chapters, members and volunteers that serves their diverse needs. The Executive Director is the senior staff member. The Executive Director travels regularly to meet with members, chapters and other key constituencies across the country so that all members can hear first-hand about the priorities of the organization and how it is investing its resources. Members value this approach, as well as the organization’s investment in delivering education and support, including through planned investments in technology infrastructure.

Key stakeholders describe the organizational culture as professional, member focused, proactive and dynamic. These individuals see Delta Sigma Phi as a leader and advocate for the fraternity movement. Delta Sigma Phi is progressive in its approach, respected, well-run, and innovative. It is important to the Grand Council, the members, and the staff that the organization remain so.

ROLES & RESPONSIBILITIES

Delta Sigma Phi has enjoyed more than 118 years of growth and has developed into an organization in which the members’ interests are well-represented. The Executive Director has served an integral role in positioning the organization nationally among other men’s fraternities, and as a leader among associations. The Council seeks to continue to position Delta Sigma Phi as a leader and significant influencer of the agenda within the fraternity movement.

The Executive Director serves as a trusted advisor and partner with the Grand Council in stewarding resources and advancing the mission and vision of the organization. He also serves as coach and leader to the staff. Empowering staff in its delivery of programs, services, products, and resources, the Executive Director ensures that the organization continues its growth path and fulfills its strategic goals. The Executive Director is expected to develop and maintain internal and external relationships and to create a positive image for the organization. He is a catalyst for communication, decision-making, cooperation and engagement.

The Executive Director is directly accountable to the Grand Council through the National President (Board Chair) of the Grand Council. Four senior staff report directly to the Executive Director and all staff members ultimately report to the Executive Director. Direct reports to the Executive Director are: Director of Finance & Administration, Chief Operations Officer, Chief Advancement Officer, and the Meetings and Events Coordinator.

The Executive Director concurrently serves the same role for the Delta Sigma Phi Foundation and supervises its activities and drives its strategic planning and execution. As the Executive Director of the Delta Sigma Phi Foundation, this individual will be responsible for fund raising for this ancillary non-profit as well as the staff that manages that effort. Approximately 20% of this person’s time will be spent on Foundation activities, and this individual will have a dotted line relationship with the Foundation President.

Measures of success in the first three years of tenure include continued delivery of core programs such as educational offerings, membership and chapter growth, and a strong major gifts and general fundraising effort. The Fraternity will continue to offer a mix of member services to all major constituencies -undergraduate chapters and members, new chapters, alumni corporation boards, advisory boards, alumni chapters and host institutions. The new executive will develop a solid relationship with the Foundation Board of Trustees. The Foundation is undertaking a major fundraising campaign and the Executive Director will be required to heavily participate in that initiative. The new Executive Director and the Grand Council will work closely together to further define goals and performance metrics.

KEY QUALIFICATIONS

The Executive Director will be a strategic, charismatic, and innovative leader who will build on the organization's strong legacy, while advancing priority objectives for continued growth.

Delta Sigma Phi requires an Executive Director who is fully capable of representing the organization at the national and local levels, of managing staff and other resources to fulfill the mission of the Fraternity effectively and efficiently, and of working productively and cooperatively with its boards, volunteer committees, the membership, and higher education institutions and professionals. As the Fraternity's primary representative, there is significant travel and public speaking involved among the position's responsibilities.

Experience working within large and complex organizational cultures is a must. An understanding of the issues that are confronting higher education and fraternities is needed as well as the ability to produce results in complex organizations. He must have a profound belief in the mission of today's colleges and universities and the role of fraternities in furthering them.

Specific experience and qualifications will include:

- Understand and have a passion for the work of Delta Sigma Phi.
- Have the ability to connect and utilize complex and interdependent information about issues impacting the membership and other constituencies.
- Enjoy the challenge of leading and be prepared to engage in thoughtful discussions of priorities and the solutions to conflicts and problems.
- Possess managerial courage and the ability to provide direct, complete and "actionable" feedback to multiple strata of constituents including staff, students and alumni leaders.
- Have superior oral communication skills and an interest in analyzing and enhancing internal and external communication messaging for the organization.
- Be able to demonstrate successfully leveraging the latest in technology and social media to enable the advancement of Delta Sigma Phi's strategic objectives.
- Possess the ability to convincingly articulate Delta Sigma Phi's positions and vision to active members, alumni members, university administrators, media, strategic partners and chapters.
- Instill Trust, demonstrate exceptional relationship management skills and be savvy managing multiple stakeholders who may have conflicting viewpoints.
- Proven management, business, and financial acumen within an organization of similar or larger scale and complexity.

The successful candidate will offer a broad perspective; instill an atmosphere of mutual trust and respect with employees, volunteer leaders, and members; and be a consensus builder. A strong leader, this individual will be both engaged and engaging.

The successful candidate will be a member in good standing of Delta Sigma Phi Fraternity.

TIMELINE

Qualified candidates should submit their resume and a cover letter explaining their interest and fit for the position to ExecApply@deltasig.org by July 15, 2018. The selection committee will review and discuss all applicants with the intent of finalizing the selection as rapidly as possible.

EXECUTIVE DIRECTOR POSITION DESCRIPTION

LOCATION: Indianapolis, Indiana

START DATE: October 1, 2018

SUMMARY: Under the general direction of the Grand Council, serve as the Fraternity's chief staff officer. Assists the Grand Council in formulating the organization's mission, goals, objectives and related plans and is responsible for their implementation. Has general and operational management of the business of the organization in accordance with adopted policies, direction and instruction of the Grand Council, through its chairman, the National President.

KEY RESPONSIBILITIES:

- Deliver value-added programs and services to all of the Fraternity constituencies;
- Improve operational performance and further embed our mission at all levels of the organization;
- Develop fraternity budgets and operate within those financial limitations while developing creative ways and means to accomplish the strategic plan approved by the Grand Council;
- Oversee and actively participate in the fundraising and development activities of the organization's affiliated Foundation, serving concurrently as its Executive Director;
- Ensure Delta Sigma Phi's programs are consistent with the highest standards and meet the needs of the members by developing and operating within the strategic plan;
- Development and implementation of an organizational growth plan that encompasses growth of existing chapters, the redevelopment of dormant chapters and expansion of new chapters;
- Keep the Grand Council fully informed on significant issues that impact the conditions and operation of the organization;
- Propose and execute policies and programs which will further the objectives of Delta Sigma Phi;
- Cultivate and recruit alumni volunteers for involvement at the chapter, regional and national levels;
- Actively develop and foster collaborative relationships with interfraternal peer organizations, host institutions, campus professionals and related constituencies;
- Hire, train and develop professional staff;
- Serve as an ambassador and official spokesperson of Delta Sigma Phi Fraternity.

REQUIREMENTS

A bachelor's degree with ten or more years of professional or similar experience is required as well as excellent written and verbal communications skills and organization skills. An advanced degree or CAE designation, with five or more years of management experience is preferred. Attendance at evening and weekend events as well as regular travel is required. A strong financial acumen and experience in managing multimillion dollar budgets is essential. Demonstrated success in leading through influence is

a necessity as is the personal strength to lead with conviction and passion balanced with a pragmatic understanding of the volunteer work environment.

A successful track record of delivering results through innovation, savvy and creative utilization of limited budgets, persuasive communication skills and a relentless commitment to achieve results is essential. The successful candidate will have experience building great teams without direct control; instilling trust in multiple levels of the customer base; and ensuring communications are targeted, focused and drive the intended result. He must have the resilience to deal with the inevitable rejection and setbacks that come with making decisions which may be perceived negatively by some but are in the best interest of the overall organization.