



FOR IMMEDIATE RELEASE

## Endurance United Accepting Applications for Executive Director

SAINT PAUL, MN–July 31, 2017–Endurance United today announced that Andrew Poffenberger is departing the organization to continue his education. Andrew has been on-board since May 2015 and has made an impact on the community. He will be missed. Endurance United is now accepting applications to fill the position of **Executive Director**. The position is full time and requires a passion for endurance sports and a vision for how to get more people active and outside. A candidate must be able to inspire and manage staff, volunteers, members and the community stakeholders.

Position Description: The Executive Director has overall responsibility for the execution of the mission and vision of Endurance United and leads the day-to-day operations under the direction of the Board of Directors. Qualified candidates must have excellent leadership, human relations and organizational skills. An ideal candidate also has skills and experience in the areas of Nordic ski coaching, community relations, management, and fundraising.

This position is based in St. Paul, Minnesota.

*See the included posting below for more details on the ED role.*

How to Apply: A resume, references and a letter of interest that addresses the desired qualifications must be submitted by August 18, 2017 to Mike Brown, President, Endurance United.

### **About the Endurance United**

Based in Saint Paul, MN, the Endurance United is a 501(c)(3) dedicated to the development, support and promotion of Nordic Skiing and related outdoor activities in Minnesota. EU hosts many running, skiing and bike events throughout a year, as well as provides outdoor programming to over 1200 participants. EU also plays an integral role in maintaining the trail system at Battle Creek Park in Saint Paul. To learn more about the Endurance United, visit: [www.enduranceunited.org](http://www.enduranceunited.org) or call 651-340-8381.

### **Contacts:**

Mike Brown

Endurance United

651.336-8946

[info@enduranceunited.org](mailto:info@enduranceunited.org)



### Endurance United, Executive Director

- **Reports to Endurance United Board of Directors.** The Executive Director provides monthly updates and recommendations to the Endurance United Executive Committee and attends quarterly meetings of the Board. The Executive Director is also a Board member.
- **Leader.** The Executive Director has overall responsibility for the execution of the mission and vision of Endurance United. In support of this duty, the Executive Director
  - develops and implements short and long-term strategies to market, promote, improve and expand all areas of the organization, and to secure adequate funding to ensure Issue's continued success
  - develops and implement plans to market and promote Endurance United, its events and programs, all with the intent of promoting active, outdoor, healthy lifestyle.
  - establishes and maintains effective channels of communication between members, participants, community members, sponsors and Board.
- **Community Liaison.** The Executive Director is the liaison between Endurance United and state/county/city personnel/non-profit organizations/private partners with the goal of encouraging cooperation and support from these entities for Endurance United and its mission. The Executive Director will monitor state and local governmental and non-governmental activities that may impact the organization. As appropriate, the Executive Director takes action as needed to foster a positive impact for the organization.
- **Programming.** The Executive Director is accountable for developing, managing and delivery of all programming for Endurance United in concert with existing Endurance United personnel. The Executive Director mentors, inspires and learns from coaching staff and program leaders.
- **Event Management.** The Executive Director provides leadership and direction to event operations and related sponsorship opportunities. This role requires interface and management of staff, volunteers, community personnel and sponsors. Volunteers are critical to Endurance United's success, and the Executive Director must create and implement a plan to obtain volunteers and foster good relations with volunteers.
- **Management.** The Executive Director is accountable for overall administration of the organization, including development and direction of all programs and events. In partnership with the Board of Directors, the Executive Director
  - creates, implements & maintains an on-going business plan, including short & long term goals for Endurance United.
  - develops an annual financial plan for revenues and expenditures.



- manages human resources, capital, physical assets and general operating expenses in a fiscally responsible manner.
- ***Fund raising.*** The Executive Director has primary responsibility for Endurance United's efforts to fund its growth through events, sponsorships, grants, donations, user fees, and other fundraising activities. This responsibility includes creating a fund raising strategy in consultation with the Board and implementing the strategy once approved. This also requires some amount of public speaking and meetings on behalf of Endurance United.