

ROBERT SMITH

Interim Executive Director II

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SUMMARY

Multi-faceted experience with management within the Boys and Girls Club of Greater Memphis; particular strengths include: Over three years' experience within the Boys and Girls Club of Greater Memphis organization developing and implementing innovative programs and services. Experience working with constituent groups including youth, parents, boards, committees, volunteers, and external audiences. Proven leadership ability and dedication to excellence.

SKILLS

Strategic Philanthropy -grant administration, donor.

WORK EXPERIENCE

Interim Executive Director II

ABC Corporation - April 2012 – May 2012

- Responsible for maintaining the operations of the Boys & Girls Club of Greater Memphis in support of the organizational mission and goals.
- Collaborates with the Board of Directors in developing and upholding policies and procedures.
- Provides guidance and growth to staffing carrying out key roles assigned to them.
- Oversees the delivery of a broad range of programs for the positive growth of youth, according to the individual needs of the youth served.
- Plans, develops, oversees and supervises programs and program staff.
- Acts as liaison between members, parents, teachers and other area organizations.
- Provides guidance necessary to maintain discipline and acceptable behaviors in the club.

Interim Executive Director

Delta Corporation - 2009 – 2012

- Involved in establishing, developing policies & procedures, capital funding etc.
- Manager operations of a 100 bed skilled/LTC facility.
- Marketing & relationship building in the Livingston & Bozeman communities and surrounding areas.
- Managing a 11 member management team and 92 staff members.
- Ensuring Compliance with rules and regulations set forth by CMS and the state of Montana.
- Skills Direct work with Board of Directors and Board Sub-Committees Managed transition period between Executive Directors Trained new Executive.
- Season Responsible for the supervision, program design, development, board management, fiscal oversight, marketing and leadership of a 250 acre.

SCHOLASTICS

- M.A.Ed. in Education - 2014(Union University - Memphis, TN)