



Executive Director

Ronald McDonald House Charities of the Four States

Joplin, Missouri

The Moran Company is pleased to partner with [Ronald McDonald House Charities of the Four States](#) to recruit the organization's next Executive Director.

Ronald McDonald House Charities of the Four States Background

[Ronald McDonald House Charities](#) provides families with the only worldwide service of its kind with 386 Ronald McDonald Houses in forty-nine countries and regions around the world, 269 Family Rooms in 28 countries and regions and 40 Care Mobiles in 10 countries. The Charity's mission is to create, find and support programs that directly improve the health and well-being of children and their families. The vision is a world where all children have access to medical care and their families are supported and actively involved in their child's care.

The first Ronald McDonald House was opened in Philadelphia, Pennsylvania in 1974 when members of the Philadelphia Eagles football team rallied around their teammate Fred Hill, whose daughter had leukemia. The Eagles partnered with McDonald's to build the first Ronald McDonald House in 1974.

The Ronald McDonald Family Room opened in Kansas City, MO in 1972 and is the fastest growing program in the system.

In August 1996, Bob and Libby Jennings, McDonald owner/operators made an application and received permission and licensing for an 8-bedroom Ronald McDonald House in Joplin, MO. In November 2017 the Charity opened the doors of the Ronald McDonald Family Room located inside Mercy Hospital.

With a focus on compassionate care, comfort, and support, RMHC of the Four States enables and promotes family-centered care, a critically important part of caring for, and supporting children with serious medical conditions being treated at Freeman Health System and Mercy Hospital Joplin.

Ronald McDonald House Charities of the Four States, a chapter of RMHC Global, is seeking an Executive Director to replace its founding Director of 26 years.

The Executive Director has primary responsibility for the strategic and organizational leadership of the Charity, the overall direction and supervision of Charity affairs, employees, programs, and activities. In partnership with the appropriate committees of the Board of Directors, the Executive Director designs the overall policy and procedures for general operation, maintains public relations, and is responsible for the implementation and execution of the fundraising and budgetary policies of the Board of Directors. The Executive Director is accountable to the Board of Directors for stewardship of the mission statement and the integrity of its goals.

Today, RMHC of the Four States has a budget of \$647,288.00, a staff of four, a volunteer base of 100-120 annually, and serves a seventy-five-mile radius that includes the four-state area of Southwest Missouri, Southeast Kansas, Northwest Arkansas, and Northeast Oklahoma.

The organization provides the following:

- Ronald McDonald House
- Ronald McDonald Family room in Mercy Hospital

The New Executive Director for RMHC will need to live in Joplin, MO, or the surrounding area.

The city of Joplin and its surrounding areas (MSA population of 185,000) offer a low cost of living, supportive communities, an outdoor lifestyle including parks, championship golf courses, and nearby lakes and state parks, and proximity to destination markets. <https://joplincc.com/>

Major Responsibilities

Strategic and Organizational Leadership

- Responsible for operating policy and procedure design, implementation, ongoing supervision, and evaluation.
- Responsible for computer information management systems implementation, utilization, quality control and supervision.
- Responsible for community interactions, liaison with and coordination of medical facilities, public functions, city and county agencies, editor of the newsletter and is the primary spokesperson for public/media relations.
- Responsible for official Ronald McDonald House business. Maintains communications with McDonald's Corporation and Ronald McDonald House Charities (local and national)
- Responsible for supervision, training, evaluation, and scheduling of employees.

- Responsible for maintaining a safe and healthy workplace including implementation and supervision of an employee illness and injury prevention program.
- Responsible for budget design and monitoring of operating expense statistics, donation and room revenue analysis and projections, communications with the board treasurer.
- Responsible for fiscal management and supervision. Implementation and supervision of donation income records and procedures.
- Responsible for employee health insurance plan administration. Administer accrual of vacation and sick leave for all employees. Oversees employee time sheets and pay records.
- Responsible for obtaining a comprehensive insurance policy covering the building and its contents, and comprehensive liability coverage for Directors, Officers, and guests.

Strengthening Infrastructure and Operations

- Institute and supervise quality control systems. Supervise maintenance of facility conditions, engagement of independent contractors for repairs and other projects, troubleshoot emergencies.
- Supervision of the coordination of all medical facility social workers and other medical professionals, including referral procedures, prioritization of cases, confirmation instructions. Review and evaluate length of stay extensions and evaluate guest financial assistance requests.
- Maintain guest communications including emotional support, troubleshoot problematic guests, arrange for support services, attend special in-house events.

Management

- Partner with the board in developing a long-term board agenda and plan.
- Attending and contributing to meetings of the Board of Directors and all committee meetings to report on problem-related issues and service statistics.
- Provide a monthly written Executive Director's report for inclusion in the corporate records.
- Responsible for fundraising projects to include research, proposal writing, support material preparation and exhibits, grant compliance, documentation, direction and execution of direct mail solicitation, coordination of pledge campaigns, work with others that raise funds on our behalf, provide support for all board fundraising events.

Qualifications

Bachelor's degree in family and consumer sciences, education, early education, human service administration, social work or related degree and a minimum of five years management experience is preferred. A master's degree is desirable.

- Ability to build strong collaborative teams and actively engage with staff. Can create a positive work environment.
- Experience with fundraising.
- Experience with Strategic Planning and Visioning.
- Strong written and oral communication skills, including listening to and communicating with diverse groups.
- A mission focused visionary.
- Ability to build trust and relationships with current and future donors.
- Integrity and transparency.
- Experience working with global headquarters.
- Ability to understand and work with health care professionals.

Compensation

The projected compensation for this position is \$95,000 to \$115,000.

Compensation is supplemented by a strong benefits package including Medical, Dental, Life Insurance, Vacation, Sick Leave, paid holidays, and SEP/IRA.

Non-Discrimination

Ronald McDonald House is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, color, creed, religion, national origin, ancestry, citizenship status, age, sex or gender (including pregnancy, childbirth and pregnancy-related conditions), gender identity or expression (including transgender status), sexual orientation, marital status, military service and veteran status, physical or mental disability, genetic information, or any other characteristic protected by applicable federal, state or local laws and ordinances. Ronald McDonald's management team is dedicated to this policy with respect to recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, employee activities, access to facilities and programs and general treatment during employment.

Application Process

The search for the Executive Director is being conducted by The Moran Company.

To apply for this position, submit a cover letter and resume to Ann Graff at The Moran Company. Resume should include all professional experience, dates of employment (month and year), position/title, and organization names. [**APPLY NOW**](#)