



Position Guide

President and CEO

<https://www.kibi.org/>





POSITION: President and CEO

REPORTS TO: Board of Directors

LOCATION: Indianapolis, Indiana

VISION STATEMENT

We see a beautiful Indianapolis that is loved, cared for, and ecologically rich. A city defined by strong neighborhoods, inspired places, and a clean, flourishing environment.

MISSION

Our mission is to engage diverse communities to create vibrant public places, helping people and nature thrive.

ABOUT KEEP INDIANAPOLIS BEAUTIFUL

Keep Indianapolis Beautiful (KIB) is an environmental and community nonprofit with a mission to help people and nature thrive. KIB is an award-winning affiliate of Keep America Beautiful, Inc., a national organization dedicated to preserving the natural beauty and environment in American communities.

In 1976, Mayor Bill Hudnut created the Indianapolis Clean City Committee to reduce litter and clean city streets. That little government office became an independent nonprofit in 1981 and changed its name to Keep Indianapolis Beautiful in 1997 to better reflect its efforts in the community.

KIB is woven into the fabric of Indianapolis. Much of the work the organization does today differs compared to the early days in 1976, but the essence of the work has been preserved while regularly stimulating progress toward the thriving of Indy's people, its neighborhoods, and its environment.



In 2009, KIB converted an old warehouse, which was once slated for demolition, into an eco-friendly, LEED Gold Certified building, and was the first nonprofit in Indiana to have their building certified by the US Green Building Council. In addition to the building, there are wind turbines, a cistern to collect

stormwater, rain gardens, a pervious pavement parking lot, and a sunny atrium filled with native plants, as well as a green roof.

KIB has experienced significant growth in recent years and now has an annual budget of more than \$4 million dollars, 28 full-time employees and nearly 100 seasonal staff. Each year, thousands of KIB volunteers dedicate countless hours of service, participating in tree plantings, neighborhood cleanups, and other activities that help keep Indianapolis beautiful.

KIB has identified three long-term goals that are boldly environmental:

Increasing Biodiversity In 100 Acres of Marion County: Support a more biodiverse environment by restoring 100 acres of habitat by 2020. Healthy landscapes (whether they're along Indy's rivers and streams or in gardens in the heart of the city) support an incredible variety of species. This diversity contributes to the food web and helps at-risk species survive.

100,000 People Caring for Our City & Environment: Inspire 100,000 people to care for their city and the natural world by 2022. KIB wants people to enjoy working with the organization, to feel engaged, and find meaning in what we do together. The hope is for people to go beyond KIB, to use what they've learned to care for one another, the neighborhoods, and the natural environment. KIB will give people the resources they need to act independently.

Cleaner Air and Water With 30,000 Trees: Contribute to cleaner air and cleaner water by planting and tending 30,000 trees by 2025. Trees absorb pollution, produce oxygen, and prevent stormwater from overwhelming the sewer system during heavy rain. They help keep the city cool and reduce energy costs. That is in addition to supporting wildlife, adding value to neighborhoods, and creating spaces that help reduce stress and restore attention.

To fulfill these goals and welcome the community to join in the process, KIB provides many different opportunities for public engagement:

- *Community Forestry:* Plant a tree with KIB.

- *Youth Tree Team*: Youth learn tree maintenance and job skills.
- *IPL Project GreenSpace*: Create community-driven pocket parks.
- *Urban Naturalists*: Young adults restore habitats and gain green-collar job skills.
- *GreenKids*: Engage students to create outdoor classrooms.
- *Adopt-A-Block*: Get supplies, resources, and support to clean up your block.
- *Great Indy Cleanup*: Organize litter cleanups, murals, plants, and more.
- *Native Landscapes*: Remove invasive plants and plant Indiana-native flowers and shrubs.
- *Art installations*: Recognize local artists, enabling them to install their works in their local communities.



KIB believes in shared responsibility and that sustainability starts with love. Through engagement and empowerment of citizens of all ages and backgrounds, KIB invites the community to take action. From tree planting to block-by-block cleanups, Indy's people roll up their sleeves to keep Indianapolis beautiful and make the city proud – both today and for generations to come.

THE OPPORTUNITY

The President and CEO of Keep Indianapolis Beautiful will be provided the opportunity to substantially shape the long-term future of a highly accomplished conservation organization with a trusted reputation, dedicated staff, and engaged Board of Directors. Specifically, the President and CEO will be charged with enhancing organizational and programmatic efforts across the largest affiliate of Keep America Beautiful. Critical strategic opportunities exist for KIB to expand its impact across all program areas. The President and CEO will be supported by a motivated, enthusiastic Board of Directors – and partner with a dedicated management team and staff – seeking to build upon a strong foundation and grow the organization with ambition to the next level.



As the Board prepares for the future, the next President and CEO will have the opportunity to lead the organization through a thoughtful strategic planning process that will further outline the vision for this important organization as it moves forward. Internally, the key priorities will be providing strong leadership for the staff and Board, as well as, professional development opportunities, and increasing/diversifying revenue streams

through fundraising and exploring opportunities that align with the mission and vision of KIB. Externally, the focus will be on advocacy and articulating the organization's community impact; strengthening and deepening collaborations with all stakeholders, community leaders, and city partners; continuing to educate residents about climate change, the environment, and how everyone can make an individual difference; and the importance of diversity and inclusion and how KIB can be a leader among leaders in Indianapolis. Strengthening diversity and inclusion is both an internal and external priority.

POSITION SUMMARY

The President and CEO leads the staff of Keep Indianapolis Beautiful and is the most high-profile public representative of the organization. S/he has the ultimate responsibility for ensuring that the strategic directives of the Board are effectively completed. The President and CEO is charged with guiding the overall success of the organization at all levels. Key responsibilities are to:

- Ensure a sound financial foundation through hands-on fundraising, revenue-generating partnerships and effective budgeting practices.
- Guide the development and implementation of the overall organizational strategy and direction.
- Cultivate influential relationships with community leaders, major donors, foundations and contractual partners, including the City of Indianapolis and other governmental agencies.
- Ensure that the mission and core values of KIB are in practice.
- Work to ensure diversity and inclusion is incorporated in KIB's policies, procedures and practices.
- Provide vision and strategic leadership in crafting organizational goals and outcome metrics.
- Foster a high-energy, goal-driven, team-oriented, accountable organization.
- Inspire, mentor, manage and evaluate staff.
- Represent and promote the work of KIB as the chief spokesperson for the organization.

CANDIDATE PROFILE

Keep Indianapolis Beautiful seeks an accomplished, visionary leader who demonstrates a keen understanding of, and passion for, the organization's unique mission. The person must be ready to join with the Board to lead KIB in pursuing strategic goals in environmental conservation, beautification, education, and outreach through a proven ability in fundraising, program oversight, collaborative ventures, and constituency building. The ideal candidate will have a background that includes an understanding of the environmental and conservation sector; skills in financial and staff management; and an extraordinary understanding of philanthropy and proven success in raising significant funds from individuals, foundations, corporations, and public entities on behalf of the mission and organization.

The successful candidate will have:

- The ability to cultivate and maintain strong collaborations and partnerships with KIB stakeholder constituencies.
- Proven fundraising background and expertise including major gifts, capital and endowment building.
- The capability to envision and chart meaningful organizational growth while maintaining a strong, sustainable base of operations.
- A strong leadership style that fosters an inclusive, team-oriented culture.
- Relevant executive management experience in a not-for-profit and/or mission-focused organization.
- A personal commitment to fostering a multi-cultural, diverse organization.
- The ability to inspire and motivate staff and volunteers.
- Exceptional interpersonal skills.
- A positive perspective that encourages fun along the way.

An undergraduate degree from an accredited college or university is required. An advanced degree is preferred. Demonstration of continuing professional education and/or accreditation in a professional field would be highly desirable.

To apply, please send a current resume and letter of introduction to Kittleman & Associates, LLC to <http://ww2.kittlemansearch.com/Jobs>.

For more information about Keep Indianapolis Beautiful, please visit www.kibi.org.

EQUAL OPPORTUNITY EMPLOYER STATEMENT

KIB helps people and nature thrive most effectively when we reflect the diversity of perspectives, voices, and abilities found throughout our city. The principles of diversity, equity, and inclusion are essential to our work, from supporting biodiversity in nature to engaging communities. KIB is an equal opportunity employer that encourages applicants, including persons of color, people who are LGBTQ, veterans, people who are multilingual or multicultural, and individuals of various ages and abilities to help us create a team with a broad range of backgrounds and thinking.

ABOUT INDIANAPOLIS

As the 16th most populous city in the U.S., Indianapolis serves as the state capital and is the largest city in Indiana. It boasts more than 2 million residents throughout the Indianapolis metropolitan area. Compared with similar-sized American cities, Indianapolis is unique in that it contains some 200 farms covering thousands of acres of agricultural land within its municipal boundaries.

As one of the most affordable cities in the U.S., Indianapolis boasts a booming craft beer, farm to table, and ethnic food scene. The city's robust philanthropic community has supported several cultural assets, including the Children's

Museum of Indianapolis, the world's largest museum of its kind, and one of the nation's largest privately funded zoos. The city is also home to the largest collection of monuments dedicated to veterans and war casualties in the U.S., outside of Washington, D.C.

Indianapolis' Cultural Trail is ranked one of America's best urban bike trails. With close proximity to Lake Michigan and Chicago, day trips and outdoor recreation abound. Similarly, Indianapolis is home to world class sporting events and franchises including the Indy 500, the Brickyard 400 as well as the Colts (NFL), Pacers (NBA), Indians (minor league baseball), Fever (WNBA), and Indy Eleven (professional soccer).

Indianapolis is one of the top 10 cities for starting a new career and the number two metro area for young college graduates likely in part due to its notable educational institutions including the University of Indianapolis, Butler University, Marian University, and Indiana University – Purdue University Indianapolis (IUPUI). Indianapolis is also home to three prominent Fortune 500 companies including health insurance company Anthem Inc.; pharmaceutical company Eli Lilly; and Simon Property Group, the largest real estate investment trust in the U.S.

*The above information is a compilation gathered from:
Wikipedia <https://en.wikipedia.org/wiki/Indianapolis>*