



**Company:** Executive Women's Golf Association  
**Job Title:** Vice President of Development  
**Location:** Virtual Office

### **Description**

Do you play golf and love to connect others who share a common interest? Consider joining the EWGA as the Vice President of Development!

The Vice President of Development will help develop and implement the Association's new Membership and Chapter development strategy. The ideal candidate must be a team player, have excellent communication and writing skills, be a self-starter and detail-oriented.

This position will lead the development, oversight, and execution of a comprehensive EWGA Chapter and Membership development program that is aligned with the Association's strategic plan. Reporting to Jane Geddes, EWGA's newly appointed Chief Executive Officer, this position is a member of the Association's leadership team.

### **Essential Job Functions**

- Primary emphasis of the role will be to grow EWGA Membership and to provide guidance to EWGA Chapter leaders
- Responsible for recruiting, managing, developing and retaining the EWGA Membership, Chapter staff and volunteers
- Guide volunteer leadership recruitment and engagement
- Actively engage Chapter leadership to guide EWGA brand consistency, efficiency and collaboration across Chapters
- Support EWGA's commitment to delivering a unique golf experience for its Members

### **Job Responsibilities**

- Develop and execute Membership recruitment and retention efforts, including coordinating strategy, engaging in analysis, identifying trends and reporting of results
- Develop and execute plan to increase the number of EWGA Chapters in the US and Canada
- Develop and maintains relationships with EWGA Members and Chapter leaders in order to provide a consistent and cohesive Membership experience
- Maintain overall responsibility for Chapter and Membership data

- Oversee EWGA Member affinity programs and consistently evaluate benefits to each Member type, making appropriate recommendations for opportunities and enhancements
- Contribute to the improvement of current Membership and Chapter processes and procedures with the goal of improving department efficiency and Member experience
- Manage efforts focusing on consumer engagement for new and current Members
- Responsible for development of effective budgets, plans, strategic goals and the performance against budget and plan and achievement of department goals in collaboration with the CEO and CFO
- Responsible for “Membership” and “Chapter” sections of the EWGA website and online content for EWGA Member communications with the goal of increased engagement and participation by Members
- Support efforts to track key Member satisfaction and Chapter metrics on an ongoing basis
- Collaborate on partnering with other organizations to drive Membership and create engagement opportunities for the Association

### **Required Experience and Capabilities**

- Bachelor degree in business, marketing or equivalent preferred
- 7 plus years of relevant experience
- Experience in membership sales and engagement, a plus
- Good working knowledge of golf
- Experience in nonprofit association management including staff, program and budget oversight
- Exceptional organizational skills in an evolving environment
- Knowledge and use of digital, social media & emerging online channels
- Proven leadership and team building skills
- Knowledge of office systems - G-Suite and CRM database systems preferred

### **Location**

- Job will operate in a virtual office capacity

### **How to Apply**

- Send cover letter and resume to [employment@ewga.com](mailto:employment@ewga.com)

### **About the Executive Women’s Golf Association (EWGA)**

EWGA prides itself as the golf community for women. As an international organization with nearly 12,000 Members in over 100 local Chapters, the EWGA hosts more than 7,500 local and national events every year, including social outings, league play, networking opportunities and competitive amateur events such as the EWGA Championship and EWGA Cup.

## **EWGA Core Values**

The Association operates with a set of Core Values that define the expected conduct of everyone associated with the EWGA. They set a code of conduct for all Association and Chapter operations. The EWGA believes in and conducts itself according to the values embodied by the game of golf: Honesty, Integrity, Respect, Honor, Sportsmanship, Fun and Friendship

The EWGA is dedicated to:

- Inclusivity and diversity; golf is for all
- Golf as an important asset for women in business
- Volunteer service
- Mentoring and support for new golfers
- Advancement of skills for all golfers
- Making a difference in women's golf
- Professionalism in our operations and relationships