

POSITION PROFILE

# Executive Director

Kilgore Samaritan Counseling Center

Louisville, Kentucky

## About Kilgore

For many, counseling and recovery are most effective when rooted in their faith traditions and values. Kilgore Samaritan Counseling Center (Kilgore) was established with this in mind—as a faith-sensitive, nonprofit counseling center that honors the important relationship between a person’s spiritual growth and their emotional well-being. For more than three decades, the Kilgore Samaritan Counseling Center has nurtured healing for individuals and families of all backgrounds, no matter their ability to pay.

Kilgore’s staff—skilled psychologists, clinical social workers, clinical alcohol and drugs counselors, marriage and family therapists, and pastoral counselors—have both theological and counseling training that is respectful of all faiths, as well as those who are not faith driven or spiritually oriented. Counselors at Kilgore use their knowledge and understanding to:

- Provide specialized counseling for children and individuals who are dealing with overwhelming influences and obligations, or simply the difficult choices embedded in day-to-day life.
- Offer relationship counseling, marriage therapy, family therapy, and parenting or grandparenting support.
- Counsel those who are affected by substance use and addiction, as well as their family members and loved ones.
- Support congregational care by working with local ministers to provide their congregations with premarital counseling and other educational programs.

In 2023, Kilgore provided more than 5100 counseling hours. Today, Kilgore has expanded its reach across greater Louisville by partnering with the West End School, The Healing Place, and Jefferson County Public Schools, as well as offering telehealth services.

Kilgore seeks to guide those in our community through life’s journey—helping to chart paths to stability and better quality of life.

## The Opportunity

Kilgore Samaritan Counseling Center seeks a collaborative, experienced, and visionary leader to guide the organization through its next chapter of growth and deepened impact. Rooted in a mission to provide counseling services to all members of the community—regardless of their ability to pay—Kilgore has long been a trusted source of mental health and spiritual care in the Louisville area. In close partnership with a committed and well-connected Board of Directors, the incoming Executive Director will lead a dedicated team, shape organizational strategy, and steward Kilgore’s evolution with compassion, clarity, and purpose.

This is a pivotal moment for Kilgore. Following the passing of founder and longtime supporter Betty Gibbs in fall 2024, the Board of Directors reaffirmed their commitment to Kilgore’s sustainability and to chart a bold course for the future. With a newly adopted strategic plan, the incoming Executive Director will be well positioned to drive growth centered on expanded services, renewed community partnerships, and greater visibility across the region.

Kilgore plays a critical role in expanding access to mental healthcare, particularly as one of the few providers in the region that accepts Medicaid. To ensure long-term financial sustainability and to

continue serving a diverse client base, the organization must pursue a more balanced payer mix that includes both Medicaid and private-pay clients. In addition, increasing Kilgore's visibility will be essential to reaching new clients and engaging new funding and referral partners. Kilgore has benefited from the long-time generosity of individuals and foundations, but donor relationships have not been actively stewarded in recent years and will require thoughtful reengagement. The organization's outcomes are largely anecdotal; the next leader will have the opportunity to implement systems that better measure impact, enhance accountability, and clearly communicate the value of Kilgore's services to stakeholders.

The ideal candidate will bring a PhD or PsyD and a track record of effective nonprofit leadership, with strengths in financial management, board relations, and organizational development. They will be a self-starter with a passion for expanding access to high-quality, faith-informed mental healthcare, and will work closely with the Board of Directors as it continues its transition from a founding board to a governing board. The Executive Director will be instrumental in activating the Board of Director's connections, strengthening relationships with churches and community partners, and cultivating a network of supporters who share a commitment to Kilgore's mission and long-term success.

## Key Position Functions

The Executive Director at Kilgore provides strategic, visionary leadership for the organization and oversees day-to-day operations in partnership with a talented team, committed board, and a network of engaged stakeholders and community partners. The Executive Director will:

- Lead implementation of the organization's strategic plan, with a focus on maintaining and expanding the organization's core services to meet urgent community needs, ensuring operational effectiveness, and elevating the organization's profile to referral partners, donors, and other stakeholders.
- Oversee a staff of six, with three direct reports including the Clinical Director, Administrative Assistant of Finance, and Receptionist.
- Ensure operations, including service delivery and fundraising, align with the organization's mission and strategic purpose.
- Cultivate and steward relationships with current and potential organizational supporters and partners including individual donors, foundations, civic and government leaders, and church representatives.
- Elevate the organization's visibility and educate the community about Kilgore's mission and impact.

**Vision and Strategy:** Building on the recently completed strategic plan, operationalize a strategy for Kilgore's future and mission. Seek and understand input and objectives of the community, board, staff, and other key stakeholders. Anticipate future needs and developments for the organization. In collaboration with the Board of Directors, develop strategic and operational plans that anticipate marketplace trends and meet Kilgore's mission as well as address community need for counseling services. Ensure plans and activities align with the overall strategy.

**Leadership and Management:** Hire and manage a results-driven staff and provide leadership to the team. Oversee staff development, providing ongoing coaching and feedback on employee performance.

Ensure a strong culture of accountability, transparency, and communication. In partnership with the Board, determine staff compensation, ensuring Kilgore maintains competitive compensation to remain an employer of choice. Develop metrics for effective team performance. Manage the organization and operations with a focus on continuous improvement.

**Governance:** Develop, maintain, and nurture a high-performing Board of Directors through strong governance standards and practices. In partnership with board leadership, onboard new board members and develop plans to leverage expertise and relationships and deepen engagement. Ensure board members of diverse viewpoints and backgrounds are engaged in the substantive work of Kilgore.

**Financial Management:** In partnership with the Finance Committee, oversee the creation of the annual budget and external audit process, ensuring that budget expectations are met or appropriately adjusted and communicated. Prudently manage the organization's resources within budget guidelines according to current laws and regulations. Interpret financial data for the board and staff, ensuring financial performance aligns with agency priorities. In partnership with the Finance Committee, monitor the Kilgore Endowment Fund and Investment Fund.

**Programs and Services:** In consultation with the Clinical Director, formulate and administer counseling policies and procedures to serve a diverse client base. Serve as the point of contact to the Solihten Institute to maintain best practices and leverage Kilgore's membership to build a national peer network. Oversee continuing education for all clinical staff. Develop and steward relationships with referral partners to enhance connections with prospective clients and connect existing clients with wraparound services. Oversee counselor caseload and ensure an appropriate mix of Medicaid and private-pay clients to maintain organizational sustainability.

**Resource Development:** In partnership with the Board Development Committee and Marketing Committee, lead revenue development and fundraising initiatives to ensure Kilgore has the resources to sustain and grow its work. Lead board and staff to identify, engage, and steward individual and institutional funders. Write or designate all grant applications and associated reporting requirements. Ensure alignment of resource development goals and agency needs. Coordinate fundraising activities such as events, programs, and communication delivery channels

**Marketing and Community Relations:** Coordinate marketing and public relations efforts in partnership with the Marketing Committee. Oversee the development of a comprehensive marketing strategy and lead the creation of collateral, newsletters, and other materials to share information about Kilgore's work and impact. Build strong relationships with local congregations and faith leaders. Serve as the face of the organization locally and nationally.

## Qualifications

### Competencies and Attributes for Success in the Position:

- Ambition
- Builds networks
- Collaborates
- Communicates effectively
- Financial acumen
- Instills trust

- Interpersonal savvy
- Resourcefulness
- Self-development
- Strategic mindset
- Values differences

#### Required Qualifications:

- Personal values that align with the values of Kilgore Samaritan Counseling Center
- Proven nonprofit leadership experience
- Nonprofit financial management experience
- Experience working with and reporting to a board of directors
- Ability to work effectively with religious leaders, congregations, and other community stakeholders
- Ability to build strong relationships with diverse stakeholders
- A mature integration of personal religious commitment

#### Desired Qualifications:

- Proven fundraising experience
- PhD or PsyD and licensure by the KY State Board of Psychology (strongly preferred)

#### Compensation

Kilgore is pleased to offer a competitive compensation and benefits package for this position. The target salary is \$140,000-170,000 commensurate with experience.

## About Louisville

Nestled on the banks of the Ohio River, Louisville is a vibrant city that blends Southern charm with urban energy. As Kentucky's largest city, Louisville offers the best of both worlds: a welcoming, tight-knit community atmosphere alongside the amenities and opportunities of a major metropolitan area. Known globally as the home of the Kentucky Derby, Louisville also boasts a thriving arts and culture scene, an award-winning culinary landscape, and an array of beautiful parks and outdoor spaces designed by Frederick Law Olmsted.

Louisville's economy is diverse and growing, with strong sectors in healthcare, logistics, manufacturing, education, and bourbon tourism. Home to the headquarters of several Fortune 500 companies and a hub for entrepreneurial innovation, the city provides abundant career opportunities for professionals and their families. Its cost of living is well below the national average, making it an attractive place to live, work, and build a future.

The city's neighborhoods each offer their own unique charm: from the historic homes and walkable streets of the Highlands, to the artistic energy of NuLu, and the family-friendly vibe of St. Matthews.

With a highly regarded public and private school system, numerous colleges and universities, and a welcoming, diverse population, Louisville is a place where individuals and families can thrive. Whether you're looking for lively entertainment or quiet natural beauty, you'll find it in Louisville.

## Application Process

Benefactor Group is pleased to be assisting Kilgore with this executive search. Applications will be reviewed as they are received. All applications are considered highly confidential. To be considered for this position, please submit an application at this link: <https://bit.ly/Kilgore-EDapp>.

To learn more about Kilgore please visit <https://Kilgorecounseling.org/>.

Please do not contact Kilgore staff or board with questions or interest in the role. All inquiries about the position should be directed to Benefactor Group.

### **Benefactor Group Recruitment Team**

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