Vice President for Community Impact

Lynx Employer Resources is proud to support Community Foundation Sonoma County in its search for a VP of Community Impact!

At CFSC, our team is made up of people with different strengths, experiences, and backgrounds who share a passion for investing in the promise of Sonoma County. We are deliberate, intentional, and purposeful about the kind of culturally diverse team we are building.

If this position resonates with you, we encourage you to apply!

If you're someone who...

- Is a mission-driven leader who embraces collaboration, exhibits excellent communication skills, and forges strong relationships built on trust, respect, equity and inclusivity
- Understands the unique complexities of addressing a plethora of issues and initiatives across diverse communities in Sonoma County
- Brings a sense of purpose, heart, humility, and authenticity to your leadership
- Has a reputation for actively fostering solid, trusted partnerships with community leaders, nonprofits, government agencies and donors
- Is a resourceful self-starter who is systems and tech savvy
- Has a talent for building, inspiring, empowering and maintaining teams with high performance
- Has uncompromising ethics and is versed in handling complex situations with diplomacy and tact
- Is compelled by a spirit of inquiry to dig deep and explore new and creative perspectives and ideas
- Has a deep respect for the privilege and responsibility this position holds

... then we have an exciting and rewarding opportunity for you!

About Community Foundation Sonoma County

Based in Santa Rosa, California, CFSC has, for the last 40 years, leveraged its local knowledge and love of place to bring together community-minded donors and diverse nonprofit grantees to catalyze change in disaster response, health and human services, education, environment, arts and culture, and animal welfare.

Building on its legacy of community partnership and the momentum of having raised and granted over $17M from the Resilience Fund for disaster recovery over the last six years, CFSC is moving toward a new philanthropic model focused on becoming the catalyzing philanthropic voice for investing in community and climate resilience, equitable opportunities, and solutions to historic social challenges, and amplifying the rich cultural diversity of the people who live in Sonoma County.

About the Opportunity

A primary liaison between CFSC and its surrounding community, the Vice President for Community Impact will lead CFSC’s impact-focused and trust-based model of grantmaking, providing oversight,
inspiration, and management of all programmatic activities of the Foundation and leading a team of three to carry out the Foundation’s Community Impact work. With respect, humility, commitment to Diversity, Equity, and Inclusion, and a spirit of inquiry, the Vice President for Community Impact will forge and steward relationships with nonprofits, government agencies, and leaders throughout the community to increase CFSC’s visibility and champion the county’s most critical causes.

**Primary Responsibilities**

**Team Management and Leadership**

- Promote and steward the Community Foundation’s mission, values, and commitment to equity in the organization and community.
- Manage the Community Impact team of three (Community Impact Coordinator and two Community Impact Officers) including setting vision and expectations; organizing roles and responsibilities to leverage talents; managing, coaching, mentoring, and inspiring a high-performing team; supporting team member career growth and job satisfaction.
- Consistently deliver high-quality staff performance management, budgeting, financial and administrative management, grantmaking operations and other systems to achieve department goals.
- Serve as a member of the Leadership Team to formulate strategy and set direction and priorities for the organization; manage for operational excellence including identifying synergies and collaborative opportunities between departments and organizational functions; and maintain a positive work culture.
- Lead engagement with the Community Investment Committee of the Board of Directors to understand, refine, and support community engagement and impact strategies; attend and participate in Board of Directors meetings.
- Support the CEO in various duties related to strategic and financial planning, operations, human resources, compensation, and other special projects.

**Grantmaking**

- Envision and supervise a full array of community impact activities, including annual grant programs, nonprofit capacity building, and community leadership initiatives.
- Create and manage annual grantmaking budget.
- Maintain open and positive relationships with community organizations; serve as the point of contact for grant seekers and the public regarding funding priorities.
- Manage special projects and initiatives, including recruiting and supervising consultants and independent contractors to assist in project completion.
- Develop the necessary processes and tools to support the Community Impact team in collecting and sharing of knowledge across fields of interest and best practices and trends in philanthropy; build deep and meaningful knowledge centered on a few key initiatives.
- Utilize and refine grantee feedback loops to continuously improve grantmaking processes.
- Ensure that key grant outcomes are identified, evaluated, and leveraged for maximum community and organizational impact.
- Work collaboratively with the Communications department to create and share stories of impact for Community Foundation audiences.
Community Engagement

- Maintain a high level of visibility in the community to build relationships with community partners and ensure awareness of local needs and opportunities.
- Develop strong relationships with relevant peers in regional philanthropy, government, the nonprofit sector, and business community that may lead to collaborations and partnerships to leverage resources and increase the Foundation’s impact.
- Design and facilitate periodic convenings of community leaders and nonprofits to share information and learn directly from the field.
- Engage in collaborative planning efforts to address issues of importance to the community that align with the Community Foundation’s mission and the role of philanthropy.

Donor Engagement

- In close collaboration with the Philanthropic Planning department:
  - Design compelling donor opportunities for collaborative investment to increase resources for the Foundation’s grantmaking and capacity.
  - Support the creation of content-rich education and engagement opportunities for Community Foundation donors.
  - Seek opportunities to expand and leverage regional and national funder relationships to bring more resources into Sonoma County in alignment with our goals, strategies, and areas of focus.

Competencies and Qualifications

The Vice President for Community Impact needs to bring a depth of understanding about the unique role of philanthropy in addressing community-wide problems. To realize success in this position, candidates will bring passion, empathy, humility, and courage to ignite meaningful change. Commitment to transparency and the ability to build strong, trusting relationships are hallmarks of this position.

Qualifications:

- At least 10 years of professional experience including at least five years in the social sector (nonprofit, government, corporate philanthropy, community organizing and/or foundations) at a leadership level with responsibility for building and sustaining organizational capacity.
- Proven experience in strategic planning; operationalizing values, vision, and strategies to achieve priority and goals; change management; and budget management.
- Experience managing and developing a staff team: attracting, retaining, and growing talent through performance reviews, professional development, team-building, goal setting, and accountability.
- Ability to adapt to change and champion new approaches, incorporating best practices in community philanthropy and emerging ideas from internal and external stakeholders.
- Deep personal and professional commitment to the Foundation’s purpose and commitment to equity.
- Strong interpersonal skills; proven ability to develop trusting relationships and work collaboratively and effectively with individuals of diverse backgrounds.
- An understanding of diversity, equity, and inclusion (DEI) principles and practices and a commitment to incorporating them into internal and external work.
- Strong public speaking and written communication skills, including giving presentations and writing and editing reports, memos, etc.
• Personal and professional integrity, good judgement, curiosity, and humility.
• Advanced project and quality management skills; demonstrated ability to manage simultaneous workstreams and meet deadlines.
• Strong internal and external customer service ethic.
• Ability to thrive and work accurately in a fast-paced, changing environment.
• Ability to work with sensitive information and maintain complete confidentiality.

Preferred:
• Knowledge of Sonoma County, including community needs and nonprofit organizations.
• Experience with, or understanding of, policy and advocacy work.
• Prior private, corporate, or Community Foundation experience.
• Experience working with major donors and/or institutional funders.

Physical Requirements
• Ability to sit, stand, stoop, reach, lift (up to 10 pounds), bend, etc.
• Hand and wrist dexterity needed to work on a computer
• Visual acuity
• Ability to travel locally

Salary Range
$125,000-$145,000

Benefits
• Medical, dental and vision insurance – 100% covered for employee and 60% for dependents
• Life insurance
• Employer annual contribution to 403b retirement plan after one year of service
• Employee Assistance Program (EAP)
• Professional development
• Sick and vacation pay
• Bereavement pay
• 11 paid holidays
• Health and wellness time
• Flexible summer Fridays
• Hybrid work model (3 days on-site office/2 days remote)

All qualified applicants will receive consideration without discrimination based on race, color, religion, gender, national origin, ancestry, age, marital status, pregnancy, medical condition, disability, or sexual orientation. As an equal opportunity employer, CFSC is committed to identifying and developing the skills and leadership of people from diverse backgrounds. People of color, differently-abled people, and LGBTQ+ persons are strongly encouraged to apply.

How to Apply

Interested candidates should email their resume (with “CFSC VP for Community Impact” in the subject line) to recruit@lynx-er.com.
Please refrain from contacting CFSC directly; all inquiries should be directed to recruit@lynx-er.com. Applications will be accepted on a rolling basis until the position is filled.