JOB DESCRIPTION
Director, Impact & Strategic Partnerships

About the Foundation
The mission of the Sacramento Region Community Foundation (Foundation) is to transform our community through focused leadership and advocacy that inspire partnerships and expand giving. As the trusted steward of charitable assets, a community catalyst for meaningful change, and the advocate for shaping vital impact through philanthropy, we provide leadership and work with others to produce a thriving community exemplified by opportunities for all to:

- Reside and work in a vibrant economy
- Benefit from a strong nonprofit sector
- Flourish through the strength of our diversity
- Live with a sense of dignity and self-worth

In 2015, the Foundation launched four Strategic Initiatives (SIs), and since then its Impact Department has seen fast growth in its strategic community engagement efforts, leveraging other impact and philanthropic opportunities for the Foundation. The four SIs are: 1) Expanding Philanthropy in the Social Economy; 2) Connecting the Regional Food Economy; 3) Preparing Students to Succeed in the New Economy and 4) Transforming the Creative Economy. In partnership with the Foundation’s many donors, grantees, community partners, and Foundation board and staff, the Impact team ensures that the Foundation’s overall impact area goals and objectives are achieved according to national compliance standards.

About the Opportunity
This work is guided by the Chief Impact & Strategy Officer together with the Impact Department to advance the Foundation’s four-county region (El Dorado, Placer, Sacramento, and Yolo) through its general grantmaking, programs, and Strategic Initiatives. As a key member of the Impact team, the Director of Impact & Strategic Partnerships will serve as a dynamic, engaged contributor working to develop and implement new approaches to promote and lead the Foundation’s Expanding Philanthropy and Social Economy and Connecting the Regional Food Economy initiatives. As either team lead or collaborating staff member, the Director will be responsible for the development and management of several primary impact areas:

1) Curating programmatic content and evaluating and administering a portfolio of grants for assigned SIs;
2) Engaging in the community by serving as a Foundation representative for grantee or other impact-related events or opportunities;
3) Working with Foundation fundholders, as necessary, to guide them in their grantmaking to impact areas; and
4) Other special program or administrative duties as needed.

Capacity-building is a core issue that supports all of the Foundation’s SIs. Embracing an entrepreneurial spirit and approach, the Director of Impact & Strategic Partnerships will lead the Foundation’s efforts to build the capacity of the capital region’s social sector by cultivating knowledge of trends in philanthropy, the nonprofit sector, and developments in the SIs and incorporating this knowledge within and outside the Foundation. The Director will help build and strengthen capacity building metrics and serve as a thought partner to grantees and community partners, with an eye toward helping create a pathway for the Foundation to make impactful and strategic grants, emphasizing the importance of unrestricted funding.

The ideal candidate has a record of strong community engagement, grounded in equity and inclusion, and focused on how diverse perspectives and opportunities for participation from all communities—especially those disproportionately underrepresented—lead to improved outcomes. Familiarity with philanthropic approaches,
requirements and processes, nonprofits and/or grantmaking experience is required. The successful candidate has a demonstrated capacity to think strategically, take initiative, and execute strategies, as well as the ability to define program objectives, evaluate progress, and manage budgets and complex projects in a deadline-driven and high-achieving environment.

**Essential Duties and Responsibilities:**

**Initiative Leadership and Strategy Development**

- **Oversight of the Connecting the Regional Food Economy, and Expanding Philanthropy and Social Economy SIs**, including Big Day of Giving, the Foundation’s largest philanthropic community engagement program
  - Supervising, coordinating, and working collaboratively with key internal staff and external partners responsible for implementation activities
  - Ensuring all processes and communication with stakeholders, nonprofits, and other partners are smooth, effective, and efficient
  - Representing the Foundation as the team lead of the Expanding Philanthropy and Social Economy and Connecting the Regional Food Economy Initiatives
  - Lead grant-writing and proposal development efforts, as assigned, to support assigned SI’s

- **Curating and managing capacity building programming for grantees as part of the Expanding Philanthropy and Social Economy Initiative:**
  - Developing grants processes and serve as a coach and mentor for grantee organizations
  - Working closely with grantee leadership, including EDs, board, key program staff, financial staff and/or other volunteers to assess grantee needs and issues
  - Managing a multi-year budget, including tracking and reporting
  - Advancing knowledge through offering/developing learning labs, convenings, and other collaborative tools
  - Forging new partnerships with other key stakeholders, which may include other grantees, nonprofits, businesses, consultants, donors, civic leaders, and other foundations
  - Designing strategies and evaluative frameworks for grantmaking programs, including marketing and outreach
  - Partnering on fundraising efforts and stewardship of funders, including donor cultivation, production of written reports, and championing philanthropy in the community

- **Participating in strategic and programmatic development for the Connecting the Regional Food Economy Initiative**, which may include any of the following:
  - Developing strategies and solutions to support key regional partners – including local farmers, distributors, and sellers in food and agriculture food system development
  - Facilitating meetings and leading engagement activities and a network of organizations and individuals focused on environment/food & agriculture nexus
  - Performing ongoing assessment and policy research (e.g. regulatory environment, marketplace developments) related to food, agriculture, environment and public health issues
  - Acting as team lead on special assignments that augment the SI

**Partnerships and Community**

- Representing the Foundation at meetings, conferences, and site visits to gather information and establish relationships with potential partners, networks, or funding sources
- Engaging with people and communities of other cultures, ages, and economic circumstances with the goal of bridging diverse perspectives to raise the level of philanthropy and giving to the community
• Seeking out and articulating opportunities for more effective community problem-solving; identifying community needs, and other areas needing attention or investment
• Encouraging partnerships and collaborations among grantees and other key stakeholders to increase more effective responses to community issues

Knowledge Management:
• Having a passion for the Foundation’s mission and a commitment to advancing its goals
• Participating regularly as a key staff member in Foundation board, staff and team meetings, and in other Foundation activities and events
• Possessing strong conceptual, analytical, and critical thinking skills, with the ability to advance philanthropy in relation to donor and community engagement and its impact on program development and grantmaking

Team Management:
• Providing supervision for all assigned projects, including preparation, monitoring, and evaluation of administration, budgets, and financial reports
• Coordinating and managing multi-team projects, within and outside the Foundation
• Supervising Program Managers’ on assigned SIs and supporting their professional development through coaching and mentoring
• Partnering with and assisting the Chief Impact & Strategy Officer, and serving as a back up to this role on a variety of assignments
• Completing special projects, as assigned

Qualifications
• Master’s degree desired, but Bachelor’s degree with significant and relevant work experience may substitute
• Five or more years’ work experience in a foundation or similar setting and/or familiarity with philanthropy and nonprofit sector is required
• Demonstrates ability to be exceedingly well-organized and flexible, a self-starter and work independently and within a team, with the proven ability to multi-task, set work priorities, track projects and meet deadlines
• Proficiency with Microsoft Office products and experience with data sets
• Possesses strong interpersonal skills including excellent listening, public speaking, oral/written communications
• Demonstrates robust ability to problem-solve using analytical and reasoning skills to maintain, identify, and make recommendations to improve operational systems
• Ability and willingness to travel and work early morning, evenings or weekends as needed
• Able to bend, lift and move up to 25 pounds

The Sacramento Region Community Foundation is an equal opportunity employer. Position will be open until filled. Interested applicants are requested to submit cover letter and resume to: resume@sacregcf.org.

This is a full-time, exempt position. Salary based on experience. Competitive benefits package offered. No phone calls and no recruiters please.