



The Community Foundation for the Fox Valley Region's Nonprofit Leadership Initiative (NPLI) program is hiring an Executive Director to lead the Initiative's focus on enhancing skills and building strengths of nonprofit leaders and organizations in the Fox Valley region of northeast Wisconsin.

### **Nonprofit Leadership Initiative Mission**

*We provide Fox Valley nonprofits with opportunities for leadership development and learning to better achieve their missions.*

- We envision a healthy and resilient region where nonprofit leaders and organizations have access to the resources they need and are equipped with the skills to make our community a great place to live for all.
- We offer a wide range of leadership, management, and technical skill-building programs, as well as peer learning circles, to the entire nonprofit sector in the Fox Valley.
- We support nonprofit executive directors/CEOs, board members, board chairs/presidents, staff and volunteers.

Established in 2015 as a program within the Community Foundation, the NPLI offers programming in the following areas of nonprofit excellence: Leadership Institute, Leadership Forum, Board Chair/Vice Chair Roundtables, Nonprofit Next, Board Connect, Board Academy, Financial Leadership, Network for Good and additional training and support. Learn more at: [npleadershipfv.org](http://npleadershipfv.org)

### **Community Foundation for the Fox Valley Region**

We fulfill our mission by creating legacies of giving through the management of charitable funds created by generous individuals, families, and organizations. These funds generate grant dollars that are awarded to nonprofit organizations addressing ever changing community needs, primarily in Calumet, Outagamie, Shawano, Waupaca, and the Neenah/Menasha area of Winnebago counties and beyond.

Our history and growth reflect the caring, generous spirit of our region. Since our inception 35 years ago that started with \$5,000 and the vision of our founder, Walter L. Rugland, grants to nonprofit organizations from charitable funds with the Foundation now total \$545 million. We've grown to become the second largest certified community foundation in Wisconsin and among the top 10% nationwide. Learn more at [cfoxvalley.org](http://cfoxvalley.org).

### **OUR VALUES**

Responsibilities and expectations of this and all positions with the Community Foundation align with the Foundation's core values, which are woven into its new strategic vision, activities of its TLC (Teaming, Learning, Culture) Committee, and guide the NPLI's partnerships with its organizations, vendors, and trainers.

- **Respect:** We treat the people and organizations with whom we work with dignity and respect, and as partners in our shared goal to improve individual and community well-being.
- **Integrity:** We steward resources responsibly, make thoughtful and transparent decisions, and we keep our promises and commitments.
- **Teamwork:** We engage in fulfilling our mission together in a culture of abundance where our skills, talents, and other resources foster the outcomes none of us could produce alone.
- **Stewardship:** We show our gratitude for the gifts and trust we are given, fulfilling our commitments with humble care and service.
- **Diversity, Equity, Inclusion & Antiracism:** We foster a culture where all are valued, feel they belong and can contribute to our mission. We invite diverse participation in our work, remove barriers to opportunity and strive toward fair and inclusive access to resources and the opportunity for all Fox Valley Region's people and communities to achieve their full potential.

## KEY RESPONSIBILITIES OVERVIEW

### Leadership and Management

- Coach, develop and supervise two staff members, lead volunteer committees.
- Develop and maintain relationships with key partners and gain and utilize knowledge of the local nonprofit sector within the Community Foundation for the Fox Valley Region's service area of Outagamie, Calumet, Shawano, Waupaca and Neenah/Menasha area of Winnebago counties.

### Strategy Implementation

- Develop strategies that align with the NPLI's strategic plan, ensuring ongoing programmatic excellence, rigorous evaluation, and consistent quality of operational systems.

### Development

- Ensure financial sustainability of the program by fundraising to meet or exceed annual revenue goals. Engage with the NPLI's Steering and Development Committees to assess funding needs, opportunities and analysis of the most effective strategies for achieving the goals of the strategic development plan.

### Program Oversight

- Serve as ex-officio of each committee, or designate an NPLI staff member as appropriate, to ensure high quality, relevant and strategic programming in the following areas: Leadership Institute, Leadership Forum, Board Chair/Vice Chair Roundtables; Nonprofit Next, Board Connect, Board Academy, Financial Leadership, Network for Good, and additional training and support.

## REQUIREMENTS

- Proven leadership and management experience, including supervising staff, working with volunteers, strategic planning, budgeting and fundraising.
- Possess sufficient technology knowledge to direct the activities of the programs and to effectively employ technology in implementation of initiatives.
- Possess a proactive and collaborative leadership style that values the input of all stakeholders and key partners and motivates and empowers participation in the attainment of program goals and fulfillment of the mission.
- Excellent organizational skills and attention to detail.

- Strong written and verbal communication skills.

**LOCATION, COMPENSATION AND BENEFITS, START DATE**

Our team works in a flexible, in-person and virtual hybrid work approach at the Community Foundation's newly expanded and renovated office at 4455 W. Lawrence Street, Appleton, WI.

We offer a competitive pay rate commensurate with experience, flexible work schedule and generous benefits including paid time off and volunteer hours, multiple types of insurance, 401(k), Employee Assistance Program, professional development, YMCA membership contribution. A start date in late July or early August is preferred.

**HOW TO APPLY**

Submit your resume and cover letter to [careers@cfoxvalley.org](mailto:careers@cfoxvalley.org) by May 20<sup>th</sup> or until the job is filled.