POSITION: Chief Executive Officer

REPORTS TO: Board of Trustees

LOCATION: Boulder, Colorado

Vision
Boulder County is a place of just and fair inclusion where all can participate, prosper, and reach their own full potential. Community Foundation Boulder County aligns its community programming, business, and philanthropic services toward this north star of equity.

Mission
Community Foundation Boulder County exists to improve the quality of life in Boulder County, now and forever, and to build a culture of giving.

What is Community Foundation Boulder County?

For more than 25 years, Community Foundation Boulder County (CFBC) has served as a community catalyst, responding to immediate needs, while anticipating future challenges. Through informed decision-making, the foundation ignites action and mobilizes diverse resources to improve the quality of life and access to opportunities for everyone in Boulder County.

As a collaborator and a convener, the foundation promotes inclusivity and provides leadership on key issues, while working together with community-minded individuals, leaders, and organizations that want to make a difference.
Since 1991, the foundation and its partners have tackled concerns such as helping students succeed, keeping the arts vibrant, ensuring access to health care, addressing oppression and violence, reducing poverty, fostering environmental education, promoting diverse and inclusive leadership, and supporting equity for the county’s most marginalized residents.

This work happens through programs like the Equity Reporting Initiative, School Readiness Initiative, Boulder County Health Information Collaborative (BCHIC), Leadership Fellows Boulder County, and funds such as BRAVO, Veterans, 15 Forever, Open Door, and other foundation grantmaking funds. Since 1996, the foundation’s TRENDS Report has presented a snapshot of the county’s social, economic, and environmental health using 150 indicators. This report shines a light on the community’s most challenging concerns and most promising opportunities, and in 2019 inspired the launch of the foundation’s Equity Reporting Initiative.

CFBC is a trusted steward of $70M across more than 300 funds, including more than 200 Donor-Advised Funds, 33 nonprofit endowments, 29 designated funds and 49 other funds (including scholarships, unrestricted and Fields of Interest). The foundation has a 20-member Board of Trustees and 14 staff members. For more information regarding CFBC please visit www.commfound.org

The Opportunity

During 2018, the foundation undertook a comprehensive strategic planning process, first reflecting on the work the foundation had already done and the progress made in collaboration with partners in the community served. The foundation’s closest allies, donors, grantees, and partner organizations were asked what opportunities and challenges they saw for the foundation to make a greater impact in Boulder County.

The process resulted in a commitment to the vision statement above and to three core values:

- Prioritizing those most impacted by inequity benefits everyone;
- do nothing about us without us; and
- we accomplish more together than alone.

Now the foundation is poised to redefine how the challenges articulated in its vision and mission may best be accomplished and how that impact will be measured. It’s an exciting time as the Board, staff, partners, and community leaders work to explore
how the foundation’s distinctive competencies may be best deployed to achieve the vision of Boulder County as a place with systems enabling all to thrive.

Candidate Profile

CFBC seeks a leader who is passionate about the people of Boulder County. This dynamic leader will inspire stakeholders, community leaders, partners, donors, Board, and staff to work collaboratively to achieve the vision of Boulder County as a place where everyone can prosper and reach their full potential. This individual is an effective leader who fosters vibrant teamwork, pursues quality, supports equity and diversity, and engenders mutual respect.

Responsibilities include:

- **Leadership.** Provides leadership and vision to the Board, staff, donors, community partners, and other constituents in achieving the foundation’s vision, mission, values, and goals. This individual is approachable and authentically engages and values the perspectives of others. This leader understands the importance of culture and can demonstrate success in both growing and sustaining an organization. Responsible for the annual operating results, financial performance and impact of CFBC.

- **Relationships.** Connects, engages, and inspires! Works transparently, comfortably and effectively with many different types of stakeholders and staff members in many different settings. Builds and maintains strong relationships that translate into effective collaboration and fundraising results.

- **Innovation.** Strategist who is attentive to the rapidly changing external environment and this dynamic community. Creates new approaches to enhance the effectiveness of the foundation’s offerings and diversify revenue.

- **Communications.** A champion, who promotes CFBC to the media, funders, and partners. Understands how to tell stories that inspire, while making topics compelling and accessible. Enjoys being the organization’s ambassador and chief spokesperson and providing thought leadership in a variety of forums. Supports deployment of technology and uses digital media to support effective communications with diverse constituencies in a dynamic environment.

- **Fundraising.** Is excited about raising money and increasing the foundation’s fundraising results. Understands the dynamics of effective fundraising systems and works collaboratively with Board and staff members to achieve financial goals. Has experience building durable and effective relationships with funders and donors and ideally has had success in personally raising funds.
• **Management.** Coaches and supports a diverse staff inclusive of many different lived experiences, identities, and philosophies, while creating an equitable and inclusive work environment. Builds and perpetuates a participatory culture. Works to strengthen and grow the human capital of the organization through ongoing staff development. Enhances infrastructures and systems to support the work of staff and the organization’s operating results.

• **Business Acumen.** Leads creation of strategic, financial, and operational plans, ensuring coordination and alignment of all activities, initiatives, and programs within CFBC’s vision, mission, and values. Fosters innovation and strategic thinking regarding all facets of the organization. Runs a fiscally sustainable organization and brings mission criteria and financial rigor to opportunity assessment. Establishes metrics for performance and measures of success for all facets of the organization’s operations. Assesses organizational capacity to implement strategies, identifies gaps in systems and staffing, and develops plans for correction, contingency, and succession; anticipates factors accelerating or impacting success.

• **Advocacy.** Crosses disciplines, sectors, and systems to help identify unmet needs, engage in countywide planning, and support systems change. Identifies critical constituents who represent varying perspectives and engages them in effective, nonpartisan approaches to achieve desired policy impact. Actively involved as a community leader building the foundation’s reputation and visibility.

• **Governance.** Has experience working with and/or serving on governing boards and understands how to advance the Board’s work as the organization’s strategic governing body. Develops issues for Board review, discussion, input and action. Helps the Board maintain an effective nominating process and ensures a thorough orientation for new Board members. Advocates for and supports the Board’s self-study, evaluation, and performance.

• **Integrity.** Maintains stewardship and accountability for the organization’s overall operational, ethical, and fiduciary integrity within the guidelines and policies set by the Board and applicable laws and/or regulations.

**Qualifications**

This is a high-energy position, requiring a dynamic individual who welcomes the opportunity to collaborate and work with diverse constituencies to build and provide innovative solutions to community issues. Candidates will demonstrate a career path of progressive leadership and management experience in the nonprofit, corporate, and/or government sectors. We are seeking a proven leader who has significant experience in growing the capacity and impact of an organization that focuses on complex, systemic issues.
The ideal candidate brings creativity, a collaborative style, and the ability to build consensus to drive a shared vision for achieving the organization’s strategic priorities through well-defined short- and long-term plans.

The most qualified candidates have demonstrated the ability to establish and maintain effective and collaborative external relationships with current funders, potential donors and allies in business, government, and community-based organizations.

An ability and desire to raise private contributions is necessary.

This person will be a compelling and credible advocate for the foundation in the media, one-on-one and in group settings.

The successful candidate must be able to demonstrate the ability to operate effectively within a nonprofit governing environment.

To confidentially apply, please submit a current resume and letter of introduction to Kittleman & Associates at https://ww2.kittlemansearch.com/Jobs

CFBC is an Equal Opportunity Employer and values a diverse workplace.