ORGANIZATION OVERVIEW
Since 1973, the Greater Washington Community Foundation has been a champion of thriving communities and a catalyst for change through local philanthropic engagement, effective community investment, and civic leadership. We work with donors and partners to enhance the quality of life in the District of Columbia, Montgomery County, Northern Virginia, and Prince George's County. Through our grantmaking and community impact initiatives, The Community Foundation works to Build Thriving Communities by accelerating effective solutions to Address Poverty, Deepen Culture and Human Connection, and Prepare for the Future of Work. As the region’s largest local funder, The Community Foundation has invested more than $1.2 billion to build more equitable, just, and enriching communities where all residents can live, work and thrive.

JOB OVERVIEW
The Community Foundation is looking for a proactive leader with a collaborative style to serve as a member of its Executive and Leadership Team; lead its Community Investment Team and other cross-functional teams; oversee its grantmaking programs, philanthropic advisory services (PAS business-line), and support Community Foundation Impact initiatives; and support the mission, vision, and values of the Community Foundation. The ideal candidate will be someone who effectively manages dynamics of power and privilege in all interactions, engages with people with intercultural competency, and builds authentic relationships with diverse communities. Issue area expertise in housing and/or education is highly valued.

ESSENTIAL FUNCTIONS & RESPONSIBILITIES:
The Managing Director, Community Investment will work very closely with the President & CEO to develop and lead The Community Foundation’s community leadership and race equity agenda and foster linkages between donor interests and community needs. As a member of The Community Foundation’s Leadership Team, you’ll use your knowledge and experience to help make organizational decisions that align with The Community Foundation’s priorities and values, develop experiences that build the intercultural competency of The Community Foundation’s team and community partners, and guide programmatic partnership tables for greater strategic impact. You’ll also play a key role in strategic planning, and program and policy design and evaluation.

- Represents The Community Foundation in multiple issues and advocacy forums, and leads our overall engagement with nonprofits in the community;
- Offers technical guidance and leadership on Community Foundation strategy and impact initiatives across the region.
- Manage a team of five direct reports, with an opportunity to expand (by at least 1 FTE and/or consultants). Ability to manage multiple workstreams and priorities across the region; carefully assessing workload, management capacity, the opportunity, and need.
- Strategic partner (to the CEO) with experience and competency to guide The Community Foundation’s racial equity agenda internally and externally.
- Develop, implement, and manage comprehensive programs related to The Community Foundation's grantmaking and strategic impact initiatives.
- Oversee competitive and discretionary grantmaking, funder collaboratives housed at The Community Foundation, and nonprofit engagement efforts.
• Collaborate with the President/CEO, the Board of Trustees and community partners to inform and implement strategies to develop and support long-term investments and partnerships around specific community needs; balanced with our role as ‘community quarter-back’ when addressing shorter-term emergency response needs.
• On local, state, and regional levels, you’ll bring, develop, and maintain effective relationships with grant recipients and grant seekers, funders, community partners, local leaders, and affinity groups to leverage resources and maximize The Community Foundation’s impact.
• Depth of professional experience in DC, Maryland, and/or Northern Virginia. Experience in and knowledge of low-income, black and brown community aspirations and opportunities, and a willingness to learn more, dig deeper, and work toward justice. Strong facilitation, organizing, and management skills are required.

KNOWLEDGE, QUALIFICATIONS & SKILLS:
• Ten plus years of work experience required. A Master’s degree with coursework in philanthropy and nonprofit management is preferred, or an equivalent combination of training, education and relevant work experience;
• In-depth experience in racial equity, the nonprofit sector, and strategic grantmaking.
• Minimum six to eight years of progressively more responsible experience in senior management at a community foundation, private foundation, or nonprofit organization or leadership of a complex program/initiative, community coalition, task force, or other strategic collaboration.
• Supervisory experience including the ability to give clear direction, guidance and to develop, involve and mobilize people in shared efforts.
• Experience in grantwriting, grant management, fundraising, program development, evaluation, and organizational development.
• Ability to operationalize a vision into action.
• Strong communication skills, both written and oral, and comfortable working with the public.
• The ability to understand and leverage the particular “broker” role played by community foundations. Possess the ability to gain the confidence, respect and trust of community partners, other funders, donors and Community Foundation colleagues.
• Ability to thrive in a fast-paced, open and collaborative environment

SALARY AND BENEFITS
Salary commensurate with experience and qualifications. Excellent benefits package, including company-paid health, vision, dental, and life insurance for employee; flexible spending accounts; retirement plan with employer match; eleven paid holidays; flexible work schedule.

HOW TO APPLY
Please submit a resume and a cover letter elaborating on your experience and interest in this position. Please include your salary requirements in your cover letter and forward it to: HR@thecommunityfoundation.org.

The Greater Washington Community Foundation is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender identity, sex, national origin, disability, or protected veteran status.