



Position Title: Vice President, People and Culture

Children's Funding Project is a nonprofit social impact organization that helps communities and states expand equitable opportunities for children and youth through strategic public financing. Through our hands-on technical assistance and collection of resources, we help advocates, policymakers, public agencies, and funders identify and align existing funding, generate new revenue, and implement strategies to administer funds in ways that maximize their impact. This growing organization is dynamic and seeks to meet the needs of the child and youth field and provide a healthy and fulfilling work environment. Read more about us at: <https://www.childrensfundingproject.org/>.

About the Position: Children's Funding Project is seeking a Vice President, People and Culture to champion a welcoming and inclusive culture and help grow and retain a diverse team with the skills necessary to achieve our mission. This is a new position. The Vice President will lead development and implementation of the organization's human resources strategy and practices; design and drive professional development initiatives; oversee internal justice, equity, diversity, and belonging efforts; and partner with program leaders to ensure that our work effectively reflects our core values and mission. The position reports to the Chief Executive Officer (CEO) and is a member of the senior leadership team.

People and Culture

- Expand existing efforts to attract, onboard, retain, and build the capacity of a high performing team in a fully virtual workplace. This includes continuing to cultivate a culture that values diversity, lived experience, innovation, professional development, measurable impact, and continuous improvement
- Lead, advise and facilitate justice, equity, diversity, and belonging initiatives for staff, Board members, and, when appropriate, clients and partners
- Plan and facilitate remote and in person all staff convenings
- Build positive, trusted relationships with all team members and serve as an accessible resource for coaching and advising
- Develop and implement performance management processes, systems, and metrics to ensure that employees are engaged, goal-oriented, and achieving mission-aligned objectives
- Develop and manage HR budgets, including compensation and benefits programs, to ensure that the organization is an employer of choice

Organizational Leadership

- Serve as key member of the Executive team, contributing to the development and refinement of organizational strategy and goals and ensuring that justice, equity, diversity, and belonging are prioritized throughout the organization in our systems, policies, and practices
- Advise the CEO and other members of the Executive team on best practices in employee recruitment and retention, performance management, conflict resolution, professional development, and other HR matters
- Supervise staff with HR-related responsibilities in partnership with the VP, Administration and Operations
- Participate in Board of Directors meetings and, as requested, help CEO identify and recruit new Board members

Special Projects

- Design, supervise, and/or lead organization-wide initiatives that may include periodic salary and benefit benchmarking studies, employee and partner satisfaction surveys, HR and related business system procurements, workforce planning, evaluation of and planning for fiscal sponsorship opportunities, and/or other strategic internal or external human resource-related projects as directed by CEO

Skills & Experience:

- A relevant bachelor's degree and at least ten (10) years of strategic HR experience (e.g., hiring and retention, performance management, professional development, etc.), ideally in a fully or partially virtual environment, is required
- Professional or lived experience in nonprofit organizations or public systems that serve children and youth is preferred
- Expertise in the design and execution of justice, equity, diversity, and belonging initiatives (e.g., organizational assessment, effectiveness metrics, and internal and external stakeholder engagement)
- Demonstrated experience building and maintaining a welcoming, high performing organizational culture
- Strong knowledge of US employment laws and best practices, benefits procurement and administration, and professional employer organization (PEO) relationships
- Commitment and ability to build and sustain trusted relationships at all levels of an organization
- Track record of managing and developing employees
- Excellent communication skills, both written and oral
- Emotional intelligence with demonstrated comfort navigating a wide range of employee and workplace needs
- Current or planned SHRM or similar HR certification is preferred
- Passion for and commitment to Children's Funding Project's mission, vision and values

Location: Remote with ability to travel. Work may be performed from anywhere in the United States

Compensation: This position falls into the Vice President level of our salary structure. Although the full salary range for the position is \$130,000-\$180,000, we expect the hiring range to be between \$130,000 and \$150,000, based on skills, experience, and internal equity. Children's Funding Project also offers a generous benefit package, a great (and growing!) team, and a working environment that emphasizes professional development and growth.

To Apply: Email a cover letter and resume to admin@childrensfundingproject.org. A cover letter is required for consideration and should address how your professional and lived experience and skills directly relate to the role.

Children's Funding Project commits to building a diverse, equitable, and inclusive work environment that reflects the breadth of communities and clients we serve. We are an equal opportunity employer dedicated to hiring socially conscious individuals with diverse experiences and knowledge that deepen our organization's impact. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law. People of color, members of Tribal Nations and Native communities, LGBTQ-identified people, gender-nonconforming people, people with disabilities, veterans, and people who speak a language in addition to English are strongly encouraged to apply.