



**President & CEO
Position Guide**

www.greaterworcester.org



POSITION: President & CEO

REPORTS TO: Board of Directors

LOCATION: Worcester, MA

ABOUT THE GREATER WORCESTER COMMUNITY FOUNDATION

The Greater Worcester Community Foundation (GWCF) was founded in 1975, and the effort to build the initial endowment was officially launched that same year. In establishing the Foundation, the founders sought to develop an organization that engaged Worcester County in its own betterment. The Foundation made its first grants in 1977 and since then the Foundation has received over \$170 million in gifts and has distributed more than \$146 million in grants. GWCF serves the largest county in the state of Massachusetts (Worcester County), which includes 60 cities and towns across 1,579 square miles and with approximately 826,000 year-round residents. Today, the Foundation has nearly \$200 million under management in over 550 funds, and annually it distributes over \$5 million through grants and scholarships for programs in education, the arts, health and human services, and environmental protection. With its history of leadership, strong relationships across sectors, and deep knowledge of the region's needs and nonprofits, GWCF has the ability to significantly influence the priorities of the city and region and help direct community resources towards the most pressing issues and needs of the time.

GWCF has been a national model in response to COVID-19. Together with the United Way of Central Massachusetts, and in close partnership with the City of Worcester, GWCF established a COVID-19 response fund to provide critical resources for relief and recovery. GWCF served as a stable and community-focused leader to allocate more than \$10 million of Covid-19 funds raised to the organizations, individuals, and families that needed it most. While the pandemic challenged GWCF, the organization demonstrated its resilience and agility. Thanks to innovative new partnerships and practices, GWCF is poised for growth and significant impact in the years to come.

THE OPPORTUNITY

GWCF seeks a President and CEO to set an inspiring and sustainable course for the Foundation's future as it grows in stature, reach, and impact in one of New England's most vibrant and evolving cities. The GWCF has successfully inspired charitable giving by connecting donors with causes they care about, building community resources, strengthening nonprofits in the region, and providing vision and leadership to tackle current and emerging community issues. The successful candidate will play a central role in the transformation of a city and region that is experiencing significant

revitalization with enhanced opportunities for forward-looking thought leadership, new partnerships, donor cultivation, and strategic grantmaking. This President and CEO will be an immediately recognized leader in a city that is renowned widely not only for its historic contributions and tradition of philanthropy, but also for its current and future appeal and growth opportunities.

Today, GWCF is one of the largest foundations in Massachusetts and one of the 100 largest community foundations in the country. As the community and region look to the future, the Foundation is poised to continue to sharpen its long-term strategic direction and role, cultivate and steward current and new donors, enhance strategic partnerships, implement strategic grantmaking, and lead community conversations and engagements. Reporting to a 21-member Board and with the support of an experienced staff and contracted professionals, the new President and CEO will lead these activities while preserving the Foundation's reputation of excellence in the community and ensuring a strong internal culture and organization is maintained. This is an extraordinary opportunity to provide vision and leadership to a highly regarded institution with a proud legacy of community leadership and considerable potential for continued and greater impact.

POSITION SUMMARY

The Greater Worcester Community Foundation seeks a dynamic, visionary, and accomplished leader to serve as its next President and Chief Executive Officer. The next leader will continue to elevate the Foundation's reach and impact by increasing the Foundation's assets, strengthening existing partnerships, creating new alliances, expanding our investments in the community to meet critical needs and lead the next chapter of work and impact. Reporting to the Board of Directors, the next President and CEO's key responsibilities include:

Leadership & Strategy

- Increasing the size and scope of the Foundation's resources.
- Partnering with the Board of Directors to establish an inclusive vision for community progress.
- Creating and nurturing strategic relationships.
- Identifying increased opportunities for philanthropy in our community.
- Leading and supporting a highly engaged staff.

Governance

- Facilitating the board's work as a strategic, engaged, and cohesive group of leaders.

Financial & Risk Management

- Development of GWCF's annual budget.
- Ensuring that the Foundation has resources and policies in place to promote its long-term sustainability.
- Maintaining accreditation with the Council on Foundation's National Standards.
- Overseeing stewardship of GWCF resources and legal compliance.

CANDIDATE PROFILE

Experienced Philanthropic & Executive Leader

The President & CEO will be a proven leader who demonstrates a strong ability to raise community awareness and to clearly articulate the vision and direction for GWCF. An appreciation for the culture of our region and willingness to understand the challenges and opportunities within the greater Worcester communities will be essential.

The President & CEO will be an experienced and motivated executive with the financial and business acumen to provide oversight for the operational and financial management of a complex organization. An understanding of investments and knowledge of portfolio management, and skills working with investment consultants and advisors is desired. A track record of management skills and of successfully partnering with an active and participative governing board will be essential. The President & CEO will establish and maintain a climate of trust in all leadership and board-related matters and maintain a learning environment, encouraging active inquiry by the board and staff in pursuit of organizational excellence.

Passion for the Mission

The President & CEO must have a sense of shared purpose in the success of others and the talent to inspire them to engage with the Foundation's mission. Through philanthropic leadership, this leader will promote the Community Foundation's culture of integrity, inclusiveness, transparency and respect in which innovation, creativity, calculated risk-taking, and shared leadership are values, and where challenging but critical conversations are encouraged.

The President & CEO must reflect a true passion for the work of community foundations and demonstrate their belief in the importance of building a thriving community for all. Working with the staff and the Board, the President & CEO will maximize the Foundation's impact.

Inspiring Ambassador & Fundraiser

A history of successful fundraising with the demonstrated ability to build relationships, mobilize and connect donors and partners, attract new funders, and develop new partnerships is essential. The President & CEO must understand and communicate the value of community investment, be able to engender trust and successfully relate to donors.

Visionary Thinker & Thought Leader

The President & CEO must be a strategic and visionary leader who embraces progress and is open to examining different views and ways of working together. The President & CEO must understand the potential of the Foundation to leverage its financial, social, and reputational capital to positively impact the community. Expertise in public policy matters and experience in leveraging foundation resources to advance equity is essential.

Team Builder & Mentor

GWCF seeks a leader who can cultivate, support, and inspire a united high-performing team of staff and volunteers. The President & CEO must have the temperament and skills to bring passion, vision, direction, business discipline and inspiration to the organization. A management approach that is accessible, collaborative and empowering must be demonstrated. The selected person must be committed to creating an engaging, respectful, and inclusive work environment.

Champion of a Shared Commitment to Diversity, Equity, and Inclusion

GWCF seeks to challenge and change the practices, norms, and structures that create or perpetuate past, present, and future inequities. The President & CEO must have demonstrated leadership in advancing social justice initiatives designed to address and remedy structural inequalities and inequities. The ideal candidate must have experience working with diverse communities and a record of commitment to diversity of thought throughout the organization.

Opportunity Generator & Partner

The President & CEO must give attention to developing and managing community initiatives. President & CEO understands community investment at a high level and has demonstrated experience and confidence in working with donors, service providers, business, and other civic leaders. The President & CEO will serve as the key spokesperson for the Foundation and must demonstrate excellent written and spoken communication skills.

The President & CEO will understand the importance of place, and be committed to live, work, and play an active role in the community life of Worcester County. The candidate will have at least 10 years of nonprofit and/or civic leadership, business leadership, and philanthropic experience, with at least 7 years in a managerial role. Deep experience in executive or managerial roles in a complex organization(s) is preferred. Candidates with detailed knowledge of the Greater Worcester community and well established local, professional networks are of particular interest. A bachelor's degree is required. Advanced degree and prior experience in foundation leadership is desired.

The Greater Worcester Community Foundation is committed to a community where everyone has the opportunity to thrive, and actively welcomes candidates from a wide range of backgrounds to lead this dynamic, philanthropic organization.

To apply, please submit a current resume and letter of introduction to Kittleman & Associates, LLC at <https://bit.ly/3BPDD8D> (click on the Apply button at the bottom of the page). For more information about the Greater Worcester Community Foundation, please visit www.greaterworcester.org