

Position Announcement

Executive Director

Stonewall Community Foundation
New York, NY

About Stonewall

For over 20 years, Stonewall Community Foundation (SCF) has worked to strengthen New York City's lesbian, gay, bisexual, transgender and queer (LGBTQ) communities by providing financial, organizational and intellectual resources to local community-based not-for-profit organizations, projects and programs in the areas of health care, mental health, social service, substance abuse, community organizing, advocacy, arts, culture or the media. In addition, we are committed to developing donor outreach programs to increase the number of donors contributing to local LGBTQ organizations and to grow the Foundation's endowment base.

Mission Statement: Stonewall Community Foundation strengthens New York City's LGBTQ community from within – empowering donors, supporting community leaders and building dynamic organizations.

We accomplish this through:

- Inspired and thoughtful community investment,
- Leadership and community development, and
- Legacy development in the form of endowments, scholarships, trusts and donor advised funds

SCF provides a variety of services to execute on this mission.

- **Donor Development and Engagement** – SCF partners with individuals, foundations and corporations to help them identify and achieve their philanthropic goals. In addition, SCF develops and manages donor advised funds, giving circles and other creative vehicles and programming which seek to address donor interests, expand the donor base, and ultimately grow the Foundation's endowment.
- **Grant Making, Leadership Development, and Capacity Building for LGBTQ Organizations** – Through Stonewall Institute programs, SCF provides both not-for-profit organizations and emerging community leaders with grant funding and training in non-profit management, development, governance, strategic planning and other critical functions.

Position Description

The successful **Executive Director** (ED) at SCF will be a passionate and engaging leader able to articulate a cohesive vision consistent with the organization's mission and develop and execute upon a strategy that raises the Foundation's visibility and impact in the community. Advancing two objectives are fundamental to the role:

- **Legacy Development** – developing a strategy for to grow both the size of the Stonewall endowment, as well as participation in its Donor Advised Fund (DAF) program
- **Program Development/Execution** – identifying and addressing community needs through grantmaking and developing innovative programs which promote and cultivate community investment

The ED, reporting to the Board of Directors, will develop and execute the SCF strategic plan, oversee day-to-day operations and ensure SCF’s fiscal soundness and growth. The ED will be responsible for developing and implementing donor and program initiatives. In addition, s/he will serve as the primary spokesperson for SCF and must maintain a respected presence within the community. The ED will also oversee SCF communication activities to ensure consistent messaging and brand identity.

In collaboration with the Board, the ED will partner with the Director of Development to create and implement a plan to develop and secure diverse sources of funding for SCF. This will include identifying and cultivating institutional, corporate and individual donors.

The ED will be the primary contact between Board and Staff and will facilitate effective collaboration and communication to ensure alignment on appropriate matters. The ED will also work closely with the Board in recruiting new Board leadership, as appropriate.

Ideal Experience

The successful candidate should have the following experience and qualifications:

- Demonstrated interest in the LGBTQ community and knowledge of SCF’s mission and programs
- Demonstrated respect for diversity and cultural sensitivity to the population served
- Exceptional communications skills
- Demonstrated effectiveness in creating strong, effective teams with a small staff
- Ability to collaborate effectively with a working board
- Proven management capabilities, including having responsibility for financial and budgeting functions
- Keen understanding and appreciation for information technology, social networking, and social entrepreneurship and the ways in which those might be used at SCF
- A record of success in fundraising and creating marketing strategies and alliances that generate revenue
- Comfort interacting with both national leaders and local communities.

Qualities/Attributes

The successful candidate should be:

- A strategic thinker who is able to provide a bold vision for the future, but also successfully manage day-to-day operations
- A collaborator and consensus builder with the ability to reconcile divergent points of view, proactively resolve conflicts and ensure that all SCF’s constituents operate as a cohesive unit.
- A thought leader able to conceptualize and express ideas and also anticipate and act on events in order to create opportunities to grow SCF’s impact and resources.
- A risk taker with fresh ideas who can initiate rather than just respond, and who looks for new ways to work with external constituents.

- A decision maker who is firm and confident, yet flexible.
- An outstanding ethical individual able to relate to diverse audiences and impart trust, integrity, stability, sensitivity, common sense and tolerance.
- An energetic personality with a sense of humor and maturity in order to maintain perspective and a sense of balance.
- Someone willing to commit to leading the organization for an extended period of time.

Compensation

A competitive salary and benefit package will be offered.

Application Instructions

To apply and for additional information please submit a cover letter and resume to:

Executive Director Search
HR@Stonewallfoundation.org
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