



Rooted in Humanity

PRESIDENT & CEO

The Meyer Foundation is seeking a proven leader to steward its efforts of co-creating a future for the Washington region where everyone belongs and thrives.

About the Meyer Foundation

The Meyer Foundation supports organizations that are building power to achieve a racially and economically just Greater Washington region. The foundation takes a systems approach to achieve this change by working to identify the structural causes of inequality; change the systems and the policies, practices, and culture that comprise these systems; and build the power and leadership of those most impacted by structural inequities.

“...more explicit and public in our commitment to racial equity.”

– Dr. Charlene Dukes, Meyer Foundation Board Chair

Convening and advocacy, collective action, grantmaking, and capacity building across three core priorities are the means to this end:

Black-led organizing

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Just & equitable COVID recovery

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New & inclusive, race-aware social contract

Meyer Foundation Highlights

Leadership development: **50 regional nonprofits** offered training, coaching, and consulting for their leadership over 5 years

Grantmaking: **\$~7.5 million** to **225 grantees** throughout the Washington region, including

\$~2.2 million in COVID-19 Emergency, Supplemental and Mutual Aid and **\$200+ thousand** in Digital Organizing/Capacity Building

Capacity-building: **\$1+ million** to support the capacity needs of area nonprofits

The President & CEO

Position profile

The Meyer Foundation is seeking an experienced leader with a demonstrated ability to promote racial justice and equity via the tools of philanthropic partnership, social and policy analysis, and public engagement.

The successful President & CEO will...

- ⇒ Provide overall leadership and general management of the Foundation including strategic direction, program development, operations, financial and personnel management, organizational development, and external and community relations.
- ⇒ Ensure that the institutional values of promoting equity and inclusion throughout the region are applied internally, fostering a dynamic, inclusive, and productive environment in which the Foundation's staff are valued and have every opportunity to succeed.

The ideal candidate will possess...

- ⇒ A clear analysis and articulation of racial equity, a keen understanding of how structures and systems can perpetuate inequality, and a vision for how collaboration can remove barriers to prosperity
- ⇒ A strong record of successful senior-level organizational leadership, including strategic planning and implementation as well as fiscal management and staff development
- ⇒ A deep understanding of the practice of grantmaking and a vision of its potential to effect systems change
- ⇒ An ability to build relationships across multiple stakeholder groups and identify, create, and sustain partnerships toward a shared vision

Position responsibilities

The President & CEO of the Meyer Foundation will perform a wide range of activities across 7 key areas of responsibility:



Strategic planning

- Envision and oversee Foundation activities that go beyond traditional grantmaking to advance the Foundation's mission
- Develop and implement strategies to continue to build the Foundation's capacity as thought partner, leader, and convener in the Greater Washington region
- Maintain a broad and evolving understanding of racial equity practices, racial justice, systems change, movement and power building and the Greater Washington region, and use this knowledge to advance the Foundation's mission and strategy
- Identify innovative opportunities to adopt emerging and promising practices, policies, and tools for aligning all Foundation activities with mission and values

Organizational leadership

- Demonstrate a transparent and consistent management style
- Provide leadership that recognizes and empowers the strength, experience, and identity of each member of the department and broader Foundation staff
- Foster collegiality, values alignment, open communication, collaboration, and manifestation of the Foundation's Community Agreements
- Examine existing policies, procedures, structures, roles, and responsibilities to determine reimagined, new, and/or innovative opportunities to enhance equity and inclusion, departmental efficiency and initiative and strategy impact
- Ensure that the Foundation is responsibly managed and uses its resources to contribute to the strength, resiliency, and equity of the Greater Washington region
- Maintain an organizational culture that values learning and information sharing, encourages collaboration and flexibility, and is a supportive and inclusive work environment for staff.

Governance, Board Administration and Support

- Work closely with the Board Chair to enable the Foundation to fulfill its governance function
- Support the operation and administration of the Board
- Interface between Board and staff
- Ensure Board and Foundation governance is consistent with applicable laws and regulations, and with the support from legal counsel as appropriate
- Work closely with the Executive Office and Governance Manager to oversee all aspects of Board meetings/activities (including materials development) and develop and manage board self-evaluation and performance process
- Implement Board directives
- Lead the Board in its strategic planning and establishment of its roles and objectives
- Support Board recruitment, continuity, and development
- Develop/oversee Board engagement and education activities

Programs and Grantmaking

- Develop, direct, and oversee all traditional grantmaking and other programs with fidelity to the strategic plan

External Relations and Communications

- In partnership with the Leadership Team and Partnership Directors, develop and implement an advocacy and convening strategy that advances the Foundation's mission and points of view while engaging and compelling diverse stakeholders to act
- In partnership with Communications team, develop and oversee strategic communications including web site, electronic newsletter, annual report, and work with media
- Serve as "spokesperson" for the Foundation and the philanthropic community
- Be a champion for the region's nonprofit sector, especially with business and government leaders
- Serve as leader in local philanthropic and civic organizations and national philanthropic infrastructural organizations
- Represent the Foundation in the community, at meetings, in public speaking engagements, at national and regional advocacy collaboratives
- Ensure Meyer has a presence at key events and meetings

Finance and Investment

- Work with the Board's investment committee and Vice President for Finance and Operations to manage the Foundation's finances and investments, including developing and monitoring budgets, overseeing investment decisions, and portfolio performance
- Develop, present to the Board, and execute annual operating and grant budgets

Staff supervision

- Take an active role in the professional development of direct report(s) – Vice Presidents for Finance and Operations, Community Partnerships and Learning, and Strategy and Equity as well Executive Office and Governance Manager – through coaching/mentoring and training to enhance their contribution to the Foundation's mission
- Carry out supervisory responsibilities in accordance with Foundation policies and applicable laws
- Set clear expectations and hold others accountable; clearly delegate responsibility and authority
- Create, maintain, and model open, honest, timely and reciprocal feedback loops
- Interview, hire, and train direct reports
- Appraise and document performance; provide timely feedback; address complaints and resolves problems
- Support other colleagues through understanding the scope of their work and providing input to help their decision-making; solicit ideas and feedback from work colleagues to improve decision-making

Position commitments

The President and CEO will commit to

- Maintaining high standards of professional conduct, including discretion and confidentiality
- Upholding Meyer's Community Agreements around
 - Racial justice,
 - Seeking understanding,
 - Creating space,
 - Honoring difference,
 - Recognizing the dynamics of power and privilege, and
 - Naming and checking assumptions
- Demonstrating respect and positivity with others
- Following Meyer's administrative policies and procedures

To Apply

The Meyer Foundation is partnering with POLIHIRE to find its next President & CEO. If you are interested in this opportunity, please submit a cover letter outlining your qualifications and your resume to Meyer_CEO@polihire.com.

Application materials should be submitted by October 29, 2021. Please include only your name (Last, First) in the subject line when submitting these materials.