

## **Position: Director of Northside Funders Group**

### **ABOUT NORTHSIDE FUNDERS GROUP**

Northside Funders Group is a place-based, collaborative of corporate, family and community foundations and public sector partners who are aligning strategies and investments to achieve racial and economic equity in North Minneapolis. Our mission is to change the way philanthropy works. Collectively, NFG is advancing strategies to extend the prosperity of the Twin Cities to this part of our community by building social capital, thriving economies and thriving learning communities. After five years of groundbreaking philanthropy, NFG became an integrated partner of the Center for Economic Inclusion in 2018, and as such the NFG Director will be an employee of Center for Economic Inclusion and will work alongside Center team members under the leadership of the NFG Co-Chairs, Sarah Hernandez and Jo-Anne Stately, with day-to-day direction from the Center's leadership.

### **ABOUT THE CENTER FOR ECONOMIC INCLUSION**

The Center for Economic Inclusion is a cross-sector organization committed to strengthening the Minneapolis- St. Paul regions civic infrastructure and collective capacity to disrupt systems and influence market forces to catalyze shared prosperity and advance an inclusive economy. We are dedicated to advancing inclusive growth- by elevating data driven promising practices, advocating inclusive policies, coordinating cross-sector, community-driven development, and piloting strategies that truly close racial economic gaps.

### **HOW WE WORK**

At the Center we take pride in bringing our values to life and 'walking the talk.' We are a diverse team in many ways, and we believe our diversity of thought makes us stronger and our work more innovative and responsive to the communities we serve. We strive to maintain a collaborative work environment that also stimulates individual autonomy and accountability for performance goals and excellence. We invest in great talent, and nurture it and we believe in the power of career pathways within the Center. We look for these values in the talented individuals who join our team and we strive to cultivate an environment that harnesses the collective power of these values, traits and the expertise each team member brings in pursuit of our mission.

- Inclusivity
- Equity
- High-performance & High-engagement
- Shared risk
- Self-motivation
- Nimble Action
- Collaboration
- Adaptive-learning

## **POSITION SUMMARY**

The Director of the Northside Funders Group (NFG) is responsible for identifying and cultivating collaborative opportunities and investments in organizations and programs with the potential to create racial and economic equity in North Minneapolis, and for identifying and nurturing moments for change leadership in philanthropy alongside the NFG membership and leadership. This position has primary responsibility for building and coordinating The Northside Funders Group leadership (Advisory Committee) with a focus of ensuring equitable and inclusive growth in North Minneapolis.

## **KEY RESPONSIBILITIES**

### ***Vision & Leadership***

- Ensure coordination of NFG vision and goals with the Center's broader goals in consultation with the Vice President of Partnerships and Programs, and other Center leadership as appropriate
  - In concert with the NFG Advisory Committee, provide leadership and guidance to implement the NFG's vision, strategies, and activities
- Support efforts to cultivate, orient, nurture, retain and expand NFG membership
  - In partnership with Advisory Committee, establish a membership framework and investment model to sustain the operational costs and needs of the collaborative and a strategic framework that drives member value.
  - In partnership with the co-chairs, support an active and engaged membership, stimulate opportunities for results driven membership and mitigate barriers to sustained engagement and impact
  - In partnership with the co-chairs, reach out to potential new members, inviting them to participate in the NFG
- In concert with the NFG Advisory Committee, design the collaborative meeting agendas, schedule and facilitate committee meetings
  - Work with Advisory Committee to develop meeting goals and desired outcomes
  - Create agendas and materials for each meeting based on goals, follow up after meeting with notes and next steps
  - Record meeting action items and share out with membership
  - Execute or support execution of, as appropriate, next steps between coalition meetings
- Manage progress towards goals with NFG Advisory Committee, identifying key steps, milestones, resource requirements, and ownership/responsibilities
- Act as point of contact for NFG members, provide updates as requested, share pertinent information, connect to other Center teams, as appropriate

***Facilitating Collaborative Impact***

- Identify opportunities in North Minneapolis for funders to mobilize resources and align support according to the NFG strategic framework and in responsive to emerging needs.
- Work with community partners to identify, support, and shape priority projects that are ready and scalable
- Explore opportunities to create increased visibility for work in North Minneapolis
  - Work closely with Community Engagement and Communications team to highlight examples of North Minneapolis residents, particularly of color and/or immigrant, successfully contributing to – and strengthening - the local economy
- Develop collaborative working relationships with NFG members and stakeholders participating in NFG activities

***Coordinate and Maximize Resources for Scale***

- Work in partnership with other Center “place based” partners to leverage or provide leverage for scalable programs
- Work in collaboration with the Development and Marketing team to assess funding opportunities, support proposal and report writing
- Work in collaboration with the Operations and Finance team to prepare and track annual budgets, ensuring spending is consistent with the budget and approved grants and contracts
- Oversee grantmaking and contracts, including executing funding decisions and monitoring grantee performance, ensuring deliverables meet goals and outcomes
- In collaboration with the Center’s Research and Policy team, gather, analyze and disseminate relevant data and research to collaborative members
  - Engage research consultants and partners as needed
- Develop strong, collaborative working relationships with members, funders, other affinity groups, and leaders of other nonprofit, private, and public sectors at the local, regional and national levels and prepare members for engagement
- Monitor success of the collaborative through development of indicators and metrics which evaluate progress in racial and economic equity and community benefits in North Minneapolis and change in philanthropic policies and practices of NFG members.
  - Work with Director of Results Management to develop metrics, tools, processes and reports to ensure accurate and timely management of data related to NFG outcomes
  - Report metrics to members, Vice President of Partnerships and Programs and others as needed

**QUALIFICATIONS and EXPERIENCE**

- Understanding of, and commitment to, the mission, vision and values of the Center



- 7+ years' experience related to program development, partnerships/ collaborations and supervisory experience in a senior management role in a nonprofit/collaborative organization
- Bachelor's degree in relevant discipline or other combination of relevant education and experience strongly preferred
- Relevant knowledge in the fields of workforce development, economic development and comprehensive community development
- Knowledge of the Minneapolis St. Paul legislative, public policy, and political environment is a benefit
- Strong knowledge of key players in K-12 education, workforce development, transportation, economic development and public policy in the MSP region strongly preferred, particularly North Minneapolis
- Understanding of, and commitment to, the mission of the Northside Funders Group and the Center for Economic Inclusion
- Confidence to gain the credibility and respect of external stakeholders
- Experience in building consensus among diverse stakeholders working toward a common goal and motivate action
- Solid management skills with the ability to build relationships with others, motivate and lead a team
- Excellent project management skills; able to keep multiple critical projects on track at once
- Excellent interpersonal skills with the ability to work empathically and collaboratively with internal and a wide range of external stakeholders
- Excellent public speaking and presentation delivery skills
- Highly organized; able to prioritize between and within multiple assignments
- Excellent ability to think strategically, analytically and creatively
- Excellent oral and written communication skills
- Ability to manage both strategic and tactical responsibilities, complete complex tasks, and deliver on a timely basis
- Adaptive, entrepreneurial, results-driven

**To Apply by August 24, 2018:**

Submit cover letter, resume, and references to:

[jobs@centerforeconomicinclusion.org](mailto:jobs@centerforeconomicinclusion.org)

**Incomplete applications will not be accepted for consideration. Applications will be reviewed until a stellar candidate is selected.**

**The Center for Economic Inclusion is an Equal Opportunity Employer**