

## Position and Candidate Specification



## President and CEO

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Together with its donors, the Community Foundation for Palm Beach and Martin Counties serves as the region's leading catalyst for building vibrant communities through meaningful philanthropy. The organization was founded in 1972 by Palm Beach residents Winsome and Michael McIntosh, whose initial vision led the Community Foundation to become one of the largest in Florida. The Foundation focuses on improving the quality of life for all Palm Beach and Martin County residents by facilitating philanthropic support, delivering impactful grantmaking, and convening and collaborating with advocates, nonprofits, and community leaders on issues of regional importance.

## Philanthropic Support

The Community Foundation is a flexible philanthropic partner that works with donors and advisors to make giving convenient, fulfilling and effective. The Foundation combines expert knowledge of the local landscape with compassion and services designed to foster mutually beneficial partnerships among donors, advisors, recipients and the larger community. Since its inception, the Foundation has turned charitable visions into meaningful change for hundreds of donors by connecting them with opportunities that are meaningful to them and by working with financial advisors to make their clients' charitable giving simple, efficient and effective.

## Community Impact

Enabled by its stewardship of more than \$188 million in assets, the Foundation makes multi-million-dollar investments in the community each year. These investments include annual grants (\$17 million in the 2019-2020 fiscal year) focused on strategic priority areas, including:

- Community revitalization: support to those who are enhancing communities by making them safe, vibrant, clean, and green;
- Educational attainment: supplemental support outside the normal school day, additional support for first-generation students entering college, vocational programs, and workforce development programs leading to education beyond a high school diploma; and,
- Positive youth development: support for an intentional, pro-social approach that engages youth with their communities.

Additionally, through the generosity of its donors, the Foundation has approximately \$1 million in scholarships available each year to students from Palm Beach and Martin County schools for high school seniors, college, and nontraditional students.

However, the Foundation is more than a funder, as it partners with local nonprofit organizations that work to address issues affecting the community, and it provides ongoing support, connections and engagement. Today, a key priority for the Foundation is initiating community learning and discussion around racial disparities and social equity issues with a series of resources, tools, and trainings.

## Other information

Headquartered in West Palm Beach, Florida, the Community Foundation for Palm Beach and Martin Counties operates with 18 full-time employees and a \$3 million annual budget. For more information, please visit [www.yourcommunityfoundation.org](http://www.yourcommunityfoundation.org).

The President and Chief Executive Officer (CEO) of the Community Foundation for Palm Beach and Martin Counties will have an outstanding opportunity for prominent and impactful leadership. In partnership with an effective and committed board and staff, the President and CEO will be asked to craft and implement a strategy that serves the needs of a diverse community, in which there are both significant needs and significant financial capacity. Internal management and external leadership will be critical factors in helping the Community Foundation to grow into the leading philanthropic organization in the region, serving the area's needs and galvanizing its partners and funders. Ambitious and caring, this is an organization with the potential for extraordinary impact under the direction of an issues-driven and inspiring thought leader with an innovative and passionate call to action.

The President and CEO provides overall leadership and direction to the organization and oversight of its programs, operations, and investments. This leader serves as the Foundation's primary spokesperson and is responsible for building its external presence and visibility with a wide range of stakeholders. The President and CEO will continue the organization's legacy of exceptional donor service and will strategically pursue new donors to secure the resources required to support the Foundation's future strategies. A highly visible leader in this rapidly growing community, the President and CEO will also serve as a strong internal leader, effectively managing the organization, and further strengthening and mentoring a team of highly engaged, committed, and talented professionals.

## KEY RELATIONSHIPS

<b>Reports to</b>	Board of Directors
<b>Direct reports</b>	Chief Financial Officer Vice President, Community Impact Vice President, Philanthropic Giving Executive Assistant
<b>Other key relationships</b>	Current and potential donors Local philanthropic and community leaders Grantees and other nonprofits Professional advisors

## KEY PRIORITIES

- Partner with the Board of Directors to expand the Foundation's impact, leveraging its strengths, resources, and convening power to build, drive and support critical efforts to improve the quality of life for the residents of Palm Beach and Martin Counties.
- Enhance the visibility and influence of the Foundation in relevant networks, and effectively communicate its value to current and potential donors.
- Deepen relationships with current and next generation donors, forge partnerships with professional advisors, and create compelling opportunities for investment and impact.
- Build upon the Foundation's strong relationships across the community and galvanize collaboration among stakeholders, inspiring them to action.
- Attract, develop and retain a diverse, talented team throughout the Foundation, and create a culture that celebrates achievement and enables all to thrive and contribute.

## IDEAL EXPERIENCE

### Senior executive management experience

A record of leadership accomplishment in a similarly complex organization with a diverse set of stakeholders

### Spokesperson experience

The ability to communicate a compelling vision for an organization and raise its profile in relevant networks

### Experience building and sustaining relationships with potential donors

At minimum, a capacity and willingness to develop these relationships

### Experience reporting to or serving on a board

Resulting in an understanding of board governance

### Experience with and/or a passion for the issues of interest to the Foundation

Resulting in an authentic ability to engage with its broad range of stakeholders

### Existing networks in Palm Beach and Martin Counties

At minimum, a track record of building high-level networks in new geographic areas

## CRITICAL LEADERSHIP CAPABILITIES

### Strategic Thinking

The Community Foundation President and CEO will be responsible for ensuring the organization fulfills its mission to the greatest extent possible by:

- Working with the Board of Directors to assess and implement the organization's strategic plan, translating this plan into clear priorities and direction for the team and driving its successful execution;
- Maintaining an awareness of the challenges and opportunities facing the organization, and working with the Board and staff to adjust the organization's actions and approaches as appropriate;
- Challenging assumptions and conventional wisdom with specific, data-driven, and well-reasoned proposals; and,
- Thinking three to five years ahead of the current strategy.

### Collaborating and Influencing

In this highly visible role, the next President and CEO will advance the Foundation's mission and enhance its impact by:

- Convening and galvanizing a broad set of stakeholders to take action on important issues facing Palm Beach and Martin Counties, and developing long-term, collaborative relationships with these stakeholders;

- Quickly engaging and developing trust and credibility with the Board, staff, donors, community and non-profit leaders, and other external constituencies;
- Articulating the Community Foundation’s mission, value proposition, and impact effectively and with passion, and serving as an articulate and compelling spokesperson; and,
- Cultivating and building relationships and partnerships with both current and next generation donors, ultimately growing the Foundation’s asset base to enable greater community impact.

## Leading People

The next President and CEO will successfully harness the passion and commitment of the staff by serving as a team builder, mentor, and motivator. This includes:

- Engaging, inspiring, and empowering a diverse, motivated, and high-performing team, bringing out each team member’s personal best while modeling passion for the organization’s mission;
- Communicating the Foundation’s long-term direction and collaborating with the team on how to reach it;
- Delegating strategic objectives to leaders and teams within the organization with clear and explicit intent; building a strong sense of empowerment and shared responsibility across the organization; and,
- Holding the organization accountable for its commitments, providing clarity, fairness, and constructive feedback, and motivating team members to achieve their goals.

## Equitable and Inclusive Leadership

As the Foundation builds its programmatic focus on racial and social equity issues, the next President and CEO will demonstrate this commitment by:

- Creating an inclusive workplace environment and examining recruiting and hiring practices to attract underrepresented talent to the organization;
- Defining measurable goals and regularly collecting data to track where the organization stands on its equity, diversity and inclusion efforts; and,
- Addressing policies, procedures, and unspoken rules that disadvantage underrepresented employees because of their ethnicity, disability, gender, race, religion, sex, sexual orientation, or socioeconomic status.

## OTHER PERSONAL CHARACTERISTICS

- Gravitas and high energy
- Dynamism and charisma
- Integrity and trustworthiness
- Strong listening skills
- Diplomacy

## APPLICATIONS AND NOMINATIONS

If you wish to submit application materials or nominate someone to serve as the next President and CEO of the Community Foundation for Palm Beach and Martin Counties, please email [CFPBMCPresident@SpencerStuart.com](mailto:CFPBMCPresident@SpencerStuart.com).