



Chief Community Impact Officer

The Community Foundation for Greater Buffalo (Foundation) is seeking to hire a **Chief Community Impact Officer**.

JOB SUMMARY

The Chief Community Impact Officer (CCIO) reports to the President/CEO, and will have overall strategic and operational responsibility for ensuring an integrated approach to the Foundation's community impact efforts. The CCIO will lead efforts to advance the Foundation's strategic goals and solutions with a focus on community leadership through systems change. This position will be part of the senior leadership team that drives the overall strategy for the organization.

The CCIO will lead the Community Impact Function Team which is the "community knowledge hub" for the organization and is engaged in grantmaking, framing issues, community leadership initiatives, advocacy and evaluation. This team is charged with advancing the community impact framework.

The CCIO maintains strong knowledge of community issues and cultivates relationships in the nonprofit and public sectors to inform and maximize the use of philanthropic resources.

The CCIO will oversee the development and application of approaches for advancing collective action, including: convening partners, building coalitions, forging common agendas, facilitating public policy efforts, organizing community awareness campaigns, initiating grants, and leveraging resources.

The CCIO will coordinate activities for seeking and securing funds for the Foundation's community leadership agenda. Oversees the identification of private, public, local, and national funding partners and oversees the process of preparing grant proposals and progress reports to institutions that support the Foundation's activities. The CCIO may oversee research on issues of concern and focus, and represent the Foundation at nonprofit and community events.

AREAS OF KEY RESPONSIBILITIES:

- Ensure the coordination of all grantmaking programs and community leadership strategies that advance the Foundation's mission, vision and impact framework
- Attract, develop, coach, and retain a high-performance Community Impact Team ensuring a positive, collaborative environment committed to continuous improvement
- Oversee and/or facilitate cross-sector partnerships that engage public, private, and philanthropic institutions, as well as residents, in collective action
- Manage and grow a coordinated relationship management approach, which results in a strong network related to the community impact framework. That network should include a diverse group of citizens, professionals, community stakeholders and elected officials, including those on the regional and national level as appropriate
- Manage opportunities for the Foundation to contribute to appropriate public policy solutions for community challenges, and facilitate the Foundation's participation in policy efforts as appropriate
- Manage a coordinated effort to secure additional support to leverage existing resources dedicated to community leadership initiatives, with an emphasis on attracting funding from sources outside the Western New York region
- Manage the community impact knowledge management function to continually frame issues and improve the metrics and assessment tools the Foundation uses for measuring impact

- Work with the Communications department to develop and deliver key messages about community impact that reflect the Foundation's brand and brand promises
- Oversee the work of consultants and related contracts pertaining to Community Impact
- Manage the daily and long-term activities that ensure community impact programs achieve their goals with appropriate evaluation mechanisms
- Manage cycles of long term planning for community impact strategy

OTHER JOB DUTIES:

The work of the organization changes as we continuously seek to have greater impact. The CCIIO must be flexible and able to adapt to short and long-term shifts in their job duties.

- Play a key role in educating the Foundation Board, staff, clients and constituents on the Foundation's community impact work, and other issues of concern to the Foundation's mission, vision and goals
- Represent the Foundation at local and national meetings
- Overall responsibility for staffing and facilitating the work of the Board's Community Impact Committee
- All other duties, as assigned

TECHNICAL EXPERTISE/EXPERIENCE AND QUALIFICATIONS:

- Successful professional experience in leading, managing and supervising senior teams and interacting with boards of directors
- Ten years of progressively more responsible management experience in philanthropy, nonprofit sector, government or similar fields
- Bachelor's degree; relevant backgrounds may include planning, public administration, business, economics, etc.
- Demonstrated success in designing and sustaining management and operational plans to advance long-term goals through annual workplans.
- Experience with budgeting, development of high- performing teams, and project management of multiple portfolios
- Extensive knowledge of the nonprofit sector and experience in leading and facilitating teams and cross-sector community coalitions
- An informed perspective on racial equity and demonstrated cultural competence
- A robust set of relationships with nonprofit and public sector leaders and/or national philanthropy
- Experience in communicating in a persuasive, credible manner, in person, in digital settings, and in writing and presentations
- Strong analytical and evaluative skills
- Computer proficiency in all Microsoft components
- Demonstrates consistent quality and commitment to excellence
- Commitment to the team effort of the Community Foundation

ABOUT THE FOUNDATION:

The Community Foundation for Greater Buffalo, a 501(c)(3) organization, was established in 1919 to enhance and encourage long-term philanthropy in the Western New York community. The Community Foundation's mission is: Connecting people, ideas and resources to improve lives in Western New York. For nearly 100 years, the Community Foundation has made the most of the generosity of individuals, families, foundations and organizations who entrust charitable assets to the Community Foundation's care. www.cfgb.org.

APPLICATION PROCEDURE

We're looking for top talent: people who want to use their abilities to make a lasting difference. If that's you, then please send a cover letter explaining your interest in this position and what you would bring to the Community Foundation for Greater Buffalo. Send cover letter and resume as a single Word or PDF document via email to: Jobs@CFGB.org. No calls please.

Application deadline: Open until filled.

The Community Foundation for Greater Buffalo is an equal opportunity employer committed to valuing diversity and practicing inclusion.