



POSITION ANNOUNCEMENT

Senior Director of Nonprofit Impact

COMMUNITY FOUNDATION OF GREATER DES MOINES

For over 50 years, the Community Foundation of Greater Des Moines has improved quality of life for all by promoting charitable giving, connecting donors with causes they care about and providing leadership on important community issues. We're simply better together.

PURPOSE OF POSITION

The Senior Director of Nonprofit Impact plays an important role in fulfilling the responsibilities of the Community Impact Department of the Community Foundation. Viewed as a knowledge-broker for nonprofit and community partners, this position connects organizations with valuable resources and services within the Community Foundation as well as throughout the community.

This position is responsible for providing design, delivery and oversight of all nonprofit sector strengthening programming and support including trainings, convenings and peer learning experiences, serves as the entry point for nonprofit engagement with the Community Foundation, facilitates two grant programs, and works closely with nonprofit board and staff members, grantmaker colleagues and community partners to support the overall health and wellbeing of the nonprofit sector in Greater Des Moines.

Reporting to the Chief Community Impact Officer, the Senior Director of Nonprofit Impact also supports and participates in making donor giving connections, as well as the strategic giving services program.

CORE COMPETENCIES

Knowledge Broker | Training/ Presenting Information | Decision Making/Judgement |
Planning/Organizing | Relationship Building

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Excellent analytical and organizational skills; mature judgment and critical thinking ability; innovative problem solver. Must be able to manage multiple projects and tasks simultaneously and work both independently and in a team environment. Successful candidates will have an adaptable attitude, be a self-starter, creative and require little regular supervision.

Must be able to interface well with a variety of people including board and committee members, be an intentional listener, and able to effectively present information to grant seekers, community members, volunteers, the general public and other employees of the organization through small group conversations and presentations to large audiences.

Candidates should possess the ability to apply common sense understanding to carry out as well as develop instructions; excellent writing, proofreading and communication skills. Strong computer, database management and internet research skills are important.

Education and/or Experience

Bachelor's degree and a minimum of five to seven years project management or implementation experience, or equivalent combination of education and experience. Prior program/project or grant management experience and demonstrated experience in training, facilitation and/or adult learning principles desired. Knowledge of the nonprofit sector and existing community initiatives strongly preferred; demonstrated commitment to philanthropy and community betterment.

SALARY

The Community Foundation is committed to pay equity and provides a comprehensive compensation package which includes annual salary and benefits benchmarking. Salary range will be shared with candidates prior to the interview process, or upon inquiry.

APPLICATION PROCESS

Interested applicants should submit their resume, cover letter, salary requirements and three references by [filling out this form](#). The full job description can be found [here](#). We encourage anyone considering the position to apply. This position will be filled when a qualified candidate is identified. If you have any questions about this position or experience any issues with the application form, please contact us at hiring@desmoinesfoundation.org.

Don't meet every single requirement? At the Community Foundation we are dedicated to building a diverse, inclusive and authentic workplace, so if you're excited about this role but your past experience doesn't align perfectly with every qualification in the job posting, we encourage you to apply anyway. You may be just the right candidate.

The Employer is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Employer will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.