



VICE PRESIDENT FOR EQUITY AND JUSTICE

Position Status: Full Time, Exempt

Reports to: President and CEO

Starting Salary: \$145,000-\$176,000 per year

Location: Northern California-based; Hybrid

Application Deadline: October 13, 2023

About NCG

Northern California Grantmakers (NCG) is a dynamic, growing membership organization that brings the philanthropic community together to shift resources, capital, and power back to historically marginalized communities leading transformative change. Northern California has a rich cultural legacy and commitment to social justice. NCG's membership is made up of stakeholders across philanthropy including program officers, board members, donor trustees, movement organizers, communicators, visionaries, advocates, dreamers, and believers. We started as the "Lunch Bunch" in the 1960s, a group of philanthropic leaders committed to growing together. We formalized ourselves in the 1980s with the goal of supporting a base of philanthropic members. Currently we have 217 institutional members and more than 4,000 individual members. For the past forty years, we have been working to gather, mobilize, and transform philanthropy. We believe in our collective power for good. Learn more about NCG at www.ncg.org.

Position Summary

NCG seeks an experienced, highly motivated individual to join our team as the Vice President for Equity and Justice. Three years into a deeper commitment to advancing racial equity by sharpening the region's philanthropic practices, NCG is at a critical juncture. While the north star has been established and key strategic choices have been made, additional guidance and thought partnership will help define the road forward. The VP will lead the organization's efforts to clarify further the implications of centering equity across programs, membership activities, and internal operations, guiding the institution to greater impact in alignment with its strategic vision. The position will steward internal organizational development on racial equity, culture, and team cohesion, and will complement a team with a broad array of skills, experience, and expertise on equity issues throughout every level of the organization, eager to make the most of this collection of talent for impact.

This position will be a member of the NCG management team, reporting directly to the President and CEO, supporting the realization of the vision for an equitable organization, sector, and community. The VP will set forth and execute a strategy to advance equity and justice goals for the organization in consultation and collaboration with NCG members, external partners, and other key stakeholders. The VP will also play a crucial role in alignment and integration of NCG's offerings to build greater impact and transform philanthropy, fulfilling its commitment to modeling the transformation of practice it seeks from its members.

This role requires a person with a demonstrated track record of strategic visioning and execution of racial equity efforts. The ideal candidate will find it second nature to lead conversations of stakeholders of diverse racial backgrounds compassionately and firmly, drive racial equity strategy, seek input from others to make informed decisions, and maintain mutually beneficial relationships to attain goals. We value willingness to expand in new directions, navigate the complexity of advancing racial justice in this moment, anticipate future needs, and take action. The candidate should embrace racial equity as a core value and have the emotional intelligence to effectively work with people of all backgrounds and positively contribute to NCG's culture.

Essential Job Functions

Lead strategic alignment and integration of NCG's offerings to build greater impact and transform philanthropy. (35 percent)

- Work with the President and CEO to reflect the organization's vision for racial equity throughout the breadth of NCG programming and offerings.
- Manage the organization's annual Racial Equity Action Planning process including coordinating data collection that affirms progress toward desired outcomes and maintaining the plan's integration with the 5-year strategic vision.
- Work with the various staff teams to ensure the greatest reasonable alignment of the diverse programming, activities, trainings, and member experiences that constitute NCG's core offerings.
- Contribute to a stronger field of practice by building meaningful relationships and partnerships that leverage the value NCG adds to the philanthropic ecosystem.
- Work in partnership with Senior Director of Public Affairs to support values-aligned communications and narrative strategies.
- Speak publicly and in key audiences about equity and justice on behalf of NCG.

Steward internal organizational development strategy on racial equity, culture, and team cohesion. (25 percent)

- Coordinate activities that ground the organization's equity emphasis, including internal planning and staff retreats.
- Support team and culture building activities that help the organization navigate the challenges of hybrid operation.
- Identify technical, cultural, and financial resources that will contribute to a more cohesive organizational function in pursuit of its equity objectives.
- Manage internal processes which integrate staff work experience with visioning and goal setting for each team member.

Oversee cohort-based NCG programming and communities of practice that advance racial equity. (40 percent)

- Oversee the portfolio of equity and justice-focused programs, initiatives, and services for which NCG is well known, including but not limited to the [Racial Equity Action Institute](#), [Foundations of Racial Equity](#), [New Grantmakers Institute](#), and [Rising Leaders Cohort](#).
- Consult with the President and CEO, NCG staff, members, and experts in the field to conceptualize program offerings reflective of and responsive to strategic equity and justice organizational goals, as well as emergent issues.
- Work closely with members and experts in the field to develop, publicize, and disseminate the robust set of equity and social justice resources and tools that advance member engagement and impact.
- Support in the planning and organizing of NCG's signature programs, including the Annual Conference, Corporate Philanthropy Institute, and others, to ensure that equity and justice considerations are well-integrated.
- Supervise team members in delivery of NCG's offerings including the Manager of Equity and Practice.

Core Competencies

NCG works with great intention to build an organizational culture rooted in equity; inclusion; diversity of experience and perspective; and belonging. As we shifted into a more hybrid work environment, we refined and affirmed the core competencies necessary to succeed in this role in alignment with our values. These competencies, in priority order for this role, include:

- **Strategist's mind with clear praxis to move from vision to action.** Anticipates the evolving needs of the organization and thinks 3 (or more) steps ahead to develop solutions that achieve desired goals.
- **Racial equity experience, skills, and values.** Expert on the ways that race, gender, and other identities intersect with inequitable policies.
- **Inclusive leadership, management, and relational organizer.** Builds authentic relationships with a diversity of staff, members, stakeholders, and movement partners based on mutual trust and respect, especially across lines of difference.
- **Organized and self-directed.** Demonstrated ability to build systems that support diverse work styles to stay on course to mission.
- **Emotionally intelligent and a collaborative manager.** Self-aware and reflective, able to read and respond appropriately to the energy in a room. Delegates skillfully, holding the team accountable and acknowledging growing edges (in self and others).
- **Proven culture and organizational development skills.** Demonstrated capacity to project manage cross-cutting organizational development activities.

Relevant Experience and Qualifications

The following qualifications serve as a guide to the ideal experiences and knowledge the Vice President should bring. However, NCG encourages candidates to submit their applications even if they do not meet all of the requirements stated below. Applicants should feel free to identify additional relevant experience or transferrable skills that would contribute to your effectiveness in this role.

- Project management experience and success, demonstrating the ability to organize, prioritize, and manage complex, multidimensional projects to successful completion within desired timeframes and to define goals.
- Proven experience and a demonstrated approach for taking a vision to implementation.
- Minimum seven years of successful and related work experience, preferably working in the philanthropic, nonprofit, or government sectors. Strong alignment to the values and mission of NCG and clear commitment to the principles of social justice and racial equity.
- Stellar interpersonal skills with a collaborative style and the ability to work effectively with a wide range of diverse stakeholders.
- Experience managing staff or high value volunteers to ensure the necessary support, motivation, and development to meet goals.
- Located in northern California with the ability to travel throughout the region, as necessary.
- Appreciation for a collegial and learning work environment and capacity to manage, inspire, and develop staff.
- Technical acumen across Microsoft Word, PowerPoint, Excel, and Outlook with the ability to learn and adapt quickly to virtual communications and collaborative applications.

Compensation, Benefits, and Work Environment

The salary range for this position is \$145,000 to \$176,000, commensurate with experience. NCG also offers competitive benefits that reflect our values and commitment to our team members, including:

- Health, Dental and Vision Insurance
- Flexible Spending Account
- Vacation, Sick and Holiday pay
- 403b Voluntary Plan
- Short and Long-Term Disability
- Life Insurance
- Employee Assistance Program
- Staff Development and Wellness Funds

You would be joining a joyful team of individuals committed to social impact, a healthy working culture, and a respect for the many different aspects of life. Racial equity, belonging, and diversity, equity, and inclusion are baked into everything we do, and we encourage applicants of diverse race, ethnic culture, gender expression, age, sexual orientation, and physical abilities to bring your lived experiences along with your professional selves.

For health and safety, NCG requires all employees to provide proof of COVID-19 vaccination. If you receive an offer and are unable to get vaccinated for religious or medical reasons, you may request a reasonable accommodation.

How to Apply

To apply, please email your cover letter (not to exceed two pages) and resume (not to exceed two pages), answering the questions below, as well as a list of three references (who will not be contacted without advance notice) to ncg@walkeraac.com by no later than **Friday, October 13, 2023, at 5 pm PT** including “Vice President for Equity and Justice” in the subject line:

- 1) What motivates you to offer your time, skills, and gifts working on transforming organizational cultures and programs and initiatives to center racial equity and justice? How do you and how can philanthropy center equity and justice in their work?
- 2) Share a brief example of an experience or program you led that illuminates your interest in NCG’s work around racial equity and justice. What is a key lesson learned that you would bring with you to this role?

