



THE 360 GROUP
— EXPECT THE UNEXPECTED —

Native Americans in Philanthropy

Executive Director

Position Description & Candidate Profile

Executive Director

Location

Current location: Los Angeles, CA; location flexible

Reports to

Board of Directors

Our Client

Native Americans in Philanthropy (NAP) is a powerful and growing network of Native and non-Native nonprofits, tribal communities, foundations and community leaders committed to engaging, learning and sharing resources and best practices grounded in the Native tradition of reciprocity. As a critically important affinity group in the philanthropy field, NAP promotes investment in, with and for Native peoples to build healthy and sustainable communities for all.

NAP's broad membership consists of those who are committed to the inclusion of Native peoples in creating deep and long-lasting impact for Native communities and beyond. The key thrust of NAP is to promote equitable and effective philanthropy in Native communities, while, at the same time, engaging those communities in social change. Historically, NAP has supported flagship program areas – educating philanthropy, enhancing Native nonprofit leadership, and investing in data and research – to drive philanthropic investments to achieve this vision. NAP is taking a bolder stance towards advocating for significant increases in investment in Native communities and supporting Native professionals and leaders in the field.

With a small, geographically dispersed staff, NAP was founded in 1989 by a group of foundation professionals who sought to draw attention to Native issues and empower professionals working in the field. The very existence of NAP reflects the need to nurture a diverse and Native-centered cadre of grantmaking professionals, utilizing their skills and perspectives to the fullest. NAP's role in elevating Native issues and funding will only be more important in light of increased awareness of the issues in Native communities, and the need for matrixed collaboration across philanthropic affinity groups to address broader issues.

Learn more about Native Americans in Philanthropy at nativephilanthropy.org!

Position Responsibilities

The Executive Director will lead the fulfillment of NAP's vision and mission in a truly creative, dynamic, and forward-thinking fashion. The Executive Director is the leader of the organization both publicly and inside the organization, and, as such, is at once a highly visible advocate for Native professionals and issues, and an effective project manager who ensures that the work of NAP is done efficiently and well.

The Executive Director will serve as the hub of the NAP wheel, communicating with members, funders, and other stakeholders to facilitate the work of NAP. The work of the Executive Director includes convening NAP partners, managing workflow, helping to direct the allocation of resources in support of meeting NAP's objectives and standards, and communicating with internal and external audiences. The Executive Director, leading by example, will cultivate and maintain best practices in the area of inclusiveness and social justice.

Specifically, the Executive Director will be responsible for:

Organizational Leadership and Management

- Building consensus around NAP's vision among the board, staff, and key stakeholders
- Developing and implementing NAP's strategic plan on an ongoing basis
- Leading and managing all programmatic, operational, financial and fundraising activities of the organization

Partnership Development and Fundraising

- Developing and implementing a variety of creative revenue generation models to enhance NAP's impact and support its sustainability
- Developing and implementing support programming for Native people working in philanthropy
- Deepening and expanding relationships with a range of funding sources
- Developing strategic alliances with organizations that can enhance NAP's mission

Communications, Public Relations and Sector Outreach

- Elevating NAP's visibility through high-quality services and communications as well as through personal appearances
- Acting as a spokesperson for NAP and for Native philanthropy
- Leading development of messages, materials and vehicles supporting communications platforms – print, Web and social media

Financial Management

- Developing, managing, and monitoring organizational budget in conjunction with the Board of Directors
- Monitoring potential strategic and financial risks to the organization, working with the Board of Directors to mitigate risk, as appropriate

Staff Supervision and Human Resources

- Overseeing all NAP employees and consultants (geographically dispersed)
- Fostering an organizational culture of teamwork, creativity, learning, risk taking, open dialogue, responsibility, and mutual accountability
- Cultivating an enthusiastic, inclusive, collaborative, and flexible work environment

Board Relations and Development

- Encouraging and facilitating board leadership of NAP's strategic direction and identification of opportunities to fulfill the organization's mission
- Maintaining and deepening a diverse board committed to NAP's growth and membership in the sector by actively participating with the board in recruitment of new board members
- Preparing regular financial and organizational reports for the board

Profile of the Successful Candidate

The Executive Director will be a results-oriented entrepreneurial coalition builder with strong interpersonal skills and management experience, who has an engaging and inclusive approach to leadership. The ideal candidate will possess a balance of strength in both creative and analytical thinking ability. NAP seeks an engaging

leader to build networks, inspire commitment, and facilitate action toward change in the field of philanthropy.

The ideal candidate will be a highly skilled professional with credibility in and knowledge of the field of philanthropy, including familiarity with key players and trends, and the role of Native professionals within the field of philanthropy.

More specifically, NAP seeks a professional who has:

- A strong connection and work history with the indigenous people of North America, including Tribes and organizations that serve them in various capacities
- Commitment to increasing the inclusiveness, relevance and impact of Native presence in the philanthropic sector
- Superb networking, teamwork, and interpersonal skills with the ability to manage multiple projects and stakeholders
- Ability to manage a geographically dispersed team
- Capacity to see the big picture, yet pay attention to important details
- The ability to forge pragmatic solutions in environments characterized by ambiguity and complexity – planning, prioritizing and executing work in a proactive fashion
- An energetic, entrepreneurial nature that combines intellectual curiosity with analytical skills and political savvy
- Demonstrated commitment to diversity and social justice
- A communicative and collaborative approach, demonstrated through strong written and oral skills as well as strong listening and public speaking skills
- An inclusive, consensus-building leadership style both in and out of the public spotlight that inspires the field of philanthropy around the role of emerging professionals
- Excellent relationship-building and fundraising skills
- Proven ability to develop and monitor organizational budgets
- Ability to travel regularly

Start Timeframe

We seek to have someone in place toward the beginning of 2020.

Compensation

This position offers a competitive salary and includes a comprehensive benefits package. We actively welcome all candidates from a wide range of backgrounds who have the skills to fulfill this role – regardless of compensation history.

To Apply

All applications are held in strict confidence. Please submit your credentials and a letter of interest through our private applicant portal to The 360 Group at:

<https://the360group.us/portal/>

Applications should be directed to the attention of Vincent Robinson, Founder and Managing Partner. Applications will be reviewed on a rolling basis. Earlier applicants may receive priority consideration. To be considered, The 360 Group encourages all interested candidates to submit their applications promptly, via the confidential applicant portal linked above.

At The 360 Group, we know that a richly diverse mix of professionals makes organizations more effective. Using that principle as our “North Star,” we make diversity a hallmark of our firm, and all of our search engagements.

Learn more about The 360 Group at the360group.us.