



THE 360 GROUP
— EXPECT THE UNEXPECTED —

Yellow Chair Foundation

Senior Program Officer, Climate Advocacy and Equity

Position Description & Candidate Profile

Senior Program Officer, Climate Advocacy and Equity

Location

Palo Alto, CA and San Francisco, CA

Reports to

Managing Director

Time Requirement

60% Full-time equivalent

Our Client

Founded 18 years ago, Yellow Chair Foundation (YCF) is a Palo Alto-based family foundation that funds local, national and global organizations working in the following areas:

- advancing climate change solutions that reduce carbon emissions and promote clean energy in the United States, including protecting human health and the environment from pollution and toxic chemicals
- promoting civil liberties, civil rights and racial justice
- supporting investigative and public interest journalism focused on catalyzing change; educating the next generation of highly skilled, diverse journalists
- advancing educational equity, with an emphasis on college access and success for low-income students, with support of public school teachers and school leaders as they build their practice and improve the learning environments for students who are most in need
- to make birth equitable and just for all, improving maternal health outcomes and the childbirth experience by expanding access to the midwifery model of care and reducing medically unnecessary interventions in hospital settings

Yellow Chair Foundation's grantmaking and the family's other philanthropic work have totaled more than \$245 million to date. Last year, the foundation gave \$32 million to more than 150 organizations, with significant growth on the horizon.

The foundation is guided by a philosophy that emphasizes a high level of trust in the leadership of the organizations it funds. Most grants provide general operating support. The foundation seeks to create long-lasting partnerships with its grantees,

recognizing the time horizon needed to create and sustain change on complex social justice issues. The strategy of the foundation is guided by their core values of gratitude and hope, justice and opportunity, urgency, curiosity and humility, and trust and partnership.

The foundation operates with a small, nimble staff that works closely with the founders. The foundation prioritizes low operating costs and a straightforward application and review process that enables more grantmaking dollars to go directly to the organizations it supports. Partnerships with other funders are sought regularly to leverage content knowledge and expertise.

The foundation is housed within Pacific Foundation Services, which brings substantial strategic expertise through a staffing model that enables multiple foundations to each be more efficient and effective. Staff members benefit from colleagues from diverse backgrounds who work across more than 30 foundations and have a wide range of program knowledge. The employer of record for this role will be Pacific Foundation Services, which offers competitive salaries and benefits, professional development opportunities, and a collaborative work environment. Learn more about Pacific Foundation Services at www.pfs-llc.net.

Program Description and Position Responsibilities

The Climate Advocacy and Equity portfolio encompasses two strategic priorities: advocating for a clean energy future, and fighting exposure to pollution and toxics. Advocating for a clean energy future has two primary focus areas: defending existing and securing new policies that shift toward 100% clean energy; and, building power in disproportionately affected communities to champion climate change solutions. Similarly, fighting exposure to pollution and toxics has two primary focus areas: reducing greenhouse gas emissions caused by coal, oil, and gas; and, reducing toxic chemicals in consumer products, water, and food. YCF has approached these issues through a combination of grants focused on advocacy, movement building, technology innovation, litigation, and research. The current portfolio is predominantly U.S. focused, but is growing globally.

The Senior Program Officer, Climate Advocacy and Equity will be a dynamic, engaged contributor to the overall efforts of Yellow Chair Foundation, working to develop and implement new approaches to promote equity in the environmental and climate equity sector.

The Senior Program Officer's core responsibilities include developing and implementing strategies and managing the on-the-ground execution of YCF's environmental equity work through a variety of programmatic approaches. The

Senior Program Officer, Climate Advocacy and Equity will also help build metrics and mechanisms for continuous improvement within the program, analyzing and evaluating information and situations to strengthen program strategy and increase impact.

Specifically, the Senior Program Officer, Climate Advocacy and Equity will:

- Work with the Founders and Managing Director and the broader YCF team to continue to deepen Climate Advocacy and Equity program strategy that leverages the realities and possibilities of environmental and climate advocacy and the social sector, and applies an equity lens to the grantmaking work
- Engage directly in program activities, including performing due diligence on grant applicants, inviting proposals and preparing docket materials to assist the board in making decisions on prospective grants, and advising the Managing Director and Founders on current and prospective grant applications
- Deepen current and developing relationships with a broad range of public, private, nonprofit, and environmental advocacy partners; work collaboratively to identify strategic approaches for equity in climate-related opportunities and outcomes, becoming a trusted presence in the sector and region
- Continually survey the regional, national, and international landscape to identify emerging innovations, policy opportunities, and trends, furthering partnerships in the portfolio's area of focus and in philanthropy
- Work with applicants and grantees on all aspects of outreach and the grantmaking process
- Participate in developing methods and systems to assess the impact of grants and programs; review and respond to grantee reports
- Provide thoughtful and relevant support and assistance to prospective and current grantees and partners
- Prepare written materials for senior leadership and Board review
- Collaborate and share information with colleagues within YCF and throughout the Pacific Foundation Services portfolio, as appropriate

Profile of the Successful Candidate

Yellow Chair Foundation seeks a Senior Program Officer, Climate Advocacy and Equity who is a content expert in climate change advocacy and environmental policy. The successful candidate will be curious in nature, analytical in approach, and committed to and knowledgeable about trends in environmental and climate equity funding. The successful candidate will be creative and entrepreneurial,

combining a collaborative sensibility and work style with the ability to deliver and execute on innovative ideas and solutions that serve the goals of the portfolio and the entire organization. The successful candidate will be able to deepen YCF's existing work in environmental advocacy and envision additional avenues for impact.

The successful Senior Program Officer, Climate Advocacy and Equity will demonstrate a broad knowledge of the climate and environment sector, and a passion for promoting equity. This professional will possess excellent interpersonal, collaboration, and leadership skills. The new Senior Program Officer will be able to navigate the landscape of climate change and environmental advocacy, particularly with an eye toward low-income communities which tend to bear the weight of these issues. Additionally, the Senior Program Officer will have a strong work ethic and a drive for excellence, with high personal and professional standards of transparency and accountability.

More specifically, Yellow Chair Foundation seeks a professional who embodies the following:

- Significant work experience in the environmental advocacy sector, preferably in a variety of roles
- Demonstrated knowledge and experience in implementing effective strategies for promoting equity in climate and environment related policy
- An existing network in the environmental and climate fields – including leaders, practitioners and funders for equity; the ability to develop partnerships with and learn from other funders
- Knowledge of state, national, and/or international climate advocacy
- Working knowledge of best, promising, and emerging practices and innovations in the climate field regionally and nationally
- Experience with both sides of the grantmaking process
- Comfort working with and representing a quickly growing family foundation, and working closely with staff and board to shape programs and practices
- A willingness to challenge conventional thinking coupled with the ability to collaborate effectively and encourage dialogue
- Thought leadership and the ability to guide the YCF team, Board of Directors, grantees and partners on issues of climate equity
- Excellent organizational and project management skills, with an appreciation for and understanding of nonprofit organizations and the infrastructure needed to execute the work
- Outstanding relational, interpersonal, and collaboration skills, both internally and externally, with a coaching style and a learning mentality

- A communication style that reflects clarity, authenticity, transparency, confidence, and approachability, along with the ability to balance different perspectives
- Excellent written and oral communication skills; effective, engaging facilitation and presentation skills
- Ability to handle sensitive information confidentially and with discretion

Start Timeframe

We seek to have someone in place by Summer 2021.

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 Maureen Capitolo, Principal, or Monica Rodgers, Senior Consultant. 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.