



INDEPENDENT SECTOR

VICE PRESIDENT OF PROGRAMS

<http://www.independentsector.org/>

The Organization

Independent Sector (IS) is the only national membership organization that brings together a diverse community of changemakers, nonprofits, foundations, and corporations working to strengthen civil society and ensure all people in the United States thrive. We envision a world of engaged individuals, robust institutions, and vibrant communities working together to improve lives and the natural world and strengthen democratic societies. To help create this future, we lead and catalyze the charitable community, partnering with government, business, and individuals to advance the common good through our Sector Health, Policy & Advocacy, and Community Building initiatives. Our organizational strategies are results-centered and racial equity-focused.

This is an exciting time for IS. In 2023, we welcomed Dr. Akilah Watkins, the first woman of color to lead IS as the President and CEO. We successfully reconvened (since 2019), our first in-person national conference – Upswell – in Dallas, TX, welcoming hundreds of national leaders to the South to share their work committed to an equitable future. A big decision was made in June by the Supreme Court on Affirmative Action. We maintained our commitment to sharing critical knowledge and resources while partnering with the Council on Foundations to develop an amicus brief supporting racial equity work.

We also understand the importance of having a voice and a seat at the policy-making table and having deep relationships with the White House and Congress. In 2023, we led a national listening tour in various cities, including Chicago, New York City, Atlanta, Minneapolis, Dallas, and Seattle to hear directly from organizers, funders, and institutional leaders on the challenges and opportunities our sector faces. We plan to invite additional voices to the conversation in Phoenix, Los Angeles, as well as Washington, DC.

At IS, we are looking for passionate people with a deep working knowledge of the social sector who want to strengthen non-profit institutions and, through them our nation. We equally value those who show up as their whole self, as we tremendously value diversity, equity, and inclusion. As a leader, you will play a pivotal role in shaping the future of our team. Join us in this leadership role if you are ready to make a meaningful impact, drive positive change and lead with passion and purpose.



The Role

Location: Washington, DC

Reports to: Chief Executive Officer

Overview: The Vice President of Programs reports to the President and CEO and serves as a key leadership team member and active participant in making strategic decisions for Independent Sector. This role will be responsible for the overall strategy, development, implementation, and evaluation of the organization's programs. The VP of Programs will have the exciting opportunity to lead the development and expansion of existing programs such as "CEOs of Color," as well as cultivating new programs to support the mission of IS. In addition to staff, the position will interact with committee members, board members, donors, and external partners.

Salary Range: \$171,500 – \$190,567

Key Responsibilities

Strategic Program Leadership and Development

- Develop and implement the strategic vision of IS' programs ensuring alignment with the mission and objectives of the organization.
- Oversee the design, development and execution of programs to meet organizational goals. As program initiatives within the Public Policy and Sector Health teams evolve to the point of program offerings (e.g., member training programs on advocacy or good governance), collaborate with relevant content leaders to create "productized" program offerings.
- Create flexible, right-sized systems by which data and metrics are used to inform strategies and evaluate the impact of IS' work, communicating results to internal and external stakeholders.
- Develop the necessary systems, processes, and tools to better support the facilitation, collection, and sharing of knowledge that is generated by the programs.
- Expand revenue generating and fundraising activities to support existing programs and the growth of IS; cultivate existing relationships and develop new funder relationships.
- Ensure that key project outcomes and/or policy, advocacy, and legislation are evaluated and leveraged for maximum community and organizational impact.
- Identify potential risks to program success and develop strategies for risk mitigation.

Team Leadership

- Lead a high performing team of directors, managers, and staff.
- Foster a collaborative and inclusive team culture that encourages innovation and excellence.
- Conduct yearly performance evaluations and implement the appropriate professional

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development tools and training to ensure the achievement of employee goals and performance benchmarks.

- Provide constructive and timely performance feedback.
- Interview, hire, and oversee the daily workflow and training of direct reports.
- Directly manage the team: motivate, support, and direct employees, taking disciplinary action if required.

Stakeholder Engagement

- Cultivate and maintain effective relationships with key stakeholders, including funders, partners, and community organizations.
- Collaborate with external partners to enhance program impact and sustainability.
- Collaborate with the Chief Operating Officer to develop and implement IS' financial strategy.

Advocacy and Representation

- Advocate for the organization's programs at relevant forums, conferences and with policy makers.
- Represent the organization in external collaborations and partnerships.
- Maintain active and broad external engagement to ensure awareness of community needs and opportunities.
- Build and maintain relationships with relevant peers in local philanthropy, government, nonprofit sector, and business community that may lead to collaborations and partnerships to leverage IS' resources and increase our impact.

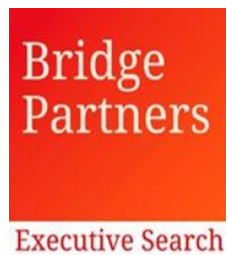
Qualifications

- Strong public speaking and written communication skills, including writing and editing reports, summary memoranda, correspondence; ability to influence and engage a wide range of stakeholders and build long-term relationships.
- Proven experience in program planning and implementation, operationalizing strategies to achieve priorities and goals and change management.
- Demonstrated ability to break down organizational silos and revamp systems and processes to optimize alignment, integration, efficiency, and effectiveness.
- Demonstrated ability to manage and develop a team to include attracting, retaining, and growing talent through performance reviews, professional development, team-building activities, goal setting, accountability, and growth opportunities.
- Technologically adept – familiarity and ability to utilize a variety of computer applications (i.e., Microsoft Office, internet research) as well as project management systems.

- **Demonstrated ability to build trusting relationships and work effectively across different**

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settings, communities, and issues, including with people of diverse backgrounds, perspectives, and cultures.

- Understanding, appreciation of and support for diversity, equity, and inclusion (DEI) principles and practices, including a commitment to incorporating them into internal and external work.
- A team player, who can interrelate and operate effectively with peers and other associates within a collegial, yet demanding, work environment where success depends on a high degree of collaboration in goal setting, decision-making and execution.

Experience and Education

- Bachelor's degree in social work, public administration, nonprofit management or related field and at least ten (10) years of experience in program development, implementation, and management.
- Non-profit experience in government, corporate philanthropy, community organizing and/or foundations at a senior leadership level with responsibility for building programs and impact preferred.
- Proven leadership experience in program development, implementation, and management is required.

What Drives Us

Sector Health—We conduct research and analysis to better understand the health of the nonprofit sector and to inform policy and practice changes that will lead to healthy, trusted, and equitable nonprofit institutions.

Building Community—We build community among changemakers who work and volunteer in the social sector in order to create a growing sense of agency of the community, and to build its power in service of a healthy and racially just society.

Public Policy—We develop and advocate for public policies that strengthen the nonprofit sector and the communities they serve. We serve as the voice of the entire sector on pressing legislative and economic issues in the sector.

Why Choose Us

- **Competitive salary package:** that reflects your skills, experience, and contributions.
- **Comprehensive benefits:** 100% employer covered for self to include coverage for health, dental, vision, life, disability insurance and additional coverage for dependents.
- **Retirement Contribution:** We will match up to 7.5% of your 403(b) retirement savings.



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Executive Search

- **Leave Options:** Unlimited time off, paid time off (PTO), 14 holidays, parental leave, and DC FMLA
- **Work life balance:** Flexible hours core hours with a hybrid work schedule (3 days of telework), access to wellness and employee assistance programs (EAP).
- **Professional Development:** A yearly stipend for continuous learning and professional development.
- **Company Events and Social Activities:** Participate in companywide events, team building activities and social gatherings.
- **Inclusive and Collaborative Culture:** Be a part of a diverse and inclusive workplace where your unique perspectives and contributions are valued.
- **Advocacy:** Opportunities to travel, engage, and represent IS at various meetings and conferences

If you or someone in your network is interested in exploring this opportunity, please submit a cover letter & resume to:

Ryan Whitacre

Partner, Bridge Partners

Ryan.Whitacre@bridgepartnersllc.com

Janet Albert

Partner, Bridge Partners

janet.albert@bridgepartnersllc.com