

## **Community Foundation of Sarasota County Job Profile**

**Title:** Director, Community Impact  
**Date:** 8/26/23  
**Reports to:** Vice President, Community Impact  
**Supervises:** Coordinators  
**Status:** Exempt

### **Purpose:**

This position is responsible for managing grant cycles, as well as, health & human services initiatives at CFSC. The overall goal of this position is to strengthen partnerships and deepen relationships with grantees and stakeholders, shape grantmaking to address community needs, and create frameworks to evaluate and measure the impact and results of our grants and initiatives. This position is primarily responsible for managing areas including Competitive Grant Cycles, Field of Interest (FOI) Funds, and Season of Sharing.

### **Key Responsibilities:**

1. Establish grantmaking priorities and goals, including a tactical plan to achieve them.
2. Oversee grantmaking strategy, Field of Interest Funds, and impact evaluations for all grantmaking, including special initiatives.
3. Cultivate relationships with prospective/existing grantees; provide direction on funding opportunities.
4. Evaluate and track grant funding, including review of recommendations for Grant Approval Team (GAT) and Community Impact leaders.
5. Convene community partners to ensure grantmaking addresses community needs; identify additional opportunities to advance CFSC's work.
6. Maintain public reporting profiles such as The Giving Partner and GuideStar.
7. Contribute to high-level thought leadership on innovative approaches to strategic partnerships, initiatives and grantmaking.
8. Develop expertise on issues related to the nonprofit sectors and help inform organizations on how grantmaking can help address community challenges.
9. Act as liaison with the Philanthropy team to connect donors with nonprofits and available funding opportunities.

### **Qualifications:**

1. Bachelor's degree.
2. Minimum 10 years overall experience, including several years leading functions and staff, preferably in the nonprofit sector.
3. Leadership strength in coaching and inspiring teams; experience managing complex, cross-sector initiatives and projects.
4. Knowledge of the local philanthropic community.
5. Highly developed relationship-building, listening, written and oral communication skills.
6. Financial acumen to effectively participate in budgeting; experience managing and analyzing data, reviewing metrics and evaluating results.
7. Highly organized/detail-oriented, flexible; able to think and implement strategically.
8. Advanced skills in Excel; proficiency with MS Office, Word and PowerPoint.
9. Experience with a foundation-specific database software preferred.
10. Able to self-support for basic computer and network problems.