

The Einhorn Family Charitable Trust seeks a leader in the field of strategic planning and impact assessment to join its team to help guide the foundation through its next phase of organizational growth. This is an extraordinary opportunity for a talented self-starter with extensive project management and leadership experience to further develop and implement the organizational and programmatic strategies that will advance the foundation's mission, vision, and impact.

Overview – Einhorn Family Charitable Trust

The Einhorn Family Charitable Trust's mission is to help people get along better. The Trust works in partnership with its portfolio of leading research and evidence-based grantees to build nurturing environments where people can better develop and practice pro-social attitudes, values, and behaviors such as empathy, kindness, cooperation, and civility.

The Trust is at an important point in its history; having developed relationships with several major grantees as well as led several successful initiatives to build awareness for this work, the Trust is ready to take its philanthropic giving and impact to the next level. The Trust seeks to build a team of creative and entrepreneurial individuals to develop targeted strategic investments based on extensive research supporting pro-social development from the earliest stages of life through adulthood. This team will help identify and recommend even bigger bets on select leading organizational partners, catalyzing the field through the collaboration of practitioners, researchers, and other funders.

The Trustees play an active role in setting the strategic direction and grantmaking focus. The Trust is located in a friendly, informal office environment located in midtown Manhattan.

Position Description

The **Strategist** will work hand-in-hand with the Executive Director to shape the Trust's direction through this next period of organizational growth. S/he will proactively translate the foundation's new strategic plan into action, identifying and clarifying organizational needs and objectives, monitoring the progress, and ensuring that we meet all goals and benchmarks while at the same time reevaluating and adjusting the plan as needed. S/he will work across all aspects of the Trust's operations and program and with all team members. The Strategist will be responsible for implementing the evaluation and impact measurement systems for the Trust's initiatives and grantee-partners with an approach to evaluation that informs decision-making, improves program performance, and advances learning.

This is a newly created position within a lean but dynamic organization, and will require a high degree of responsibility, creativity, responsiveness, teamwork, and initiative. Specific responsibilities include:

Foundation Strategy and Management:

- Guide the Trust through adoption and implementation of its strategic plan; assess and refine strategy in real-time to reflect current foundation priorities as new information, opportunities, and challenges emerge; solicit Trustees' perspective and desired impact.
- Support foundation decision-making based upon the Trust's values, mission, and vision; help foster an environment where ongoing strategic thinking and impact assessment can flourish among staff, grantees, and partners.
- Develop strategy to effectively communicate organizational priorities for both internal and external constituents; design organizational processes and systems to ensure effective, regular communication between staff, Trustees, and grantees.

Evaluation and Impact Assessment:

- Responsible for overseeing grantee performance across the portfolio using process and outcome data to assess the effectiveness of the Trust's grantmaking.
- Develop and implement a system to track and measure key metrics that gauge the overall performance of the Trust and its grantmaking areas; report on the foundation's collective progress, identifying gaps, trends, and patterns, including strategic plan implementation, and make recommendations for future decision-making.
- Work with analysts and grantees to develop, collect, and analyze performance data and reports; measure performance against Foundation's expectations and grantee's stated plans.
- Provide technical assistance to grantees on evaluation and data collection; assess the evaluation needs of grantees; work with and/or manage third party evaluators when necessary.

Programmatic Strategy and Implementation:

- Provide effective and inspiring leadership by being actively involved in the Trust's flagship partnerships, developing a broad and deep knowledge of all programs, research, and portfolio strategy.
- Provide support, guidance, and clever problem solving to analysts and grantees as they encounter challenges implementing growth plans, including hiring consultants, facilitating connections to potential partners, and providing assistance in prioritization of initiatives to gain best results.
- Identify opportunities to leverage cross-program strengths to take advantage of new collaboration opportunities and/or to address organizational challenges.
- Manage special projects when appropriate.

Qualifications

- Advanced degree with seven to ten years of relevant professional experience at a high-performing nonprofit or philanthropic entity, including senior leadership experience with a strong record of achievement; or the equivalent education plus experience in alternate field with a highly transferable skill set will be considered.
- Unwavering commitment to program quality and excellence with the ability to achieve strategic objectives; track record of effectively leading a performance-based and outcome-based organization, program, and staff, has developed and operationalized strategies that have taken a program/organization to its next stage of growth.
- Strong track record in analyzing nonprofit organizations and programs within their competitive and public policy landscape; experience developing and tracking organizational and/or project specific goals; familiarity with best practices in nonprofit assessment and evaluation tools and techniques.
- Consultative and collaborative in approach; outstanding interpersonal skills, with experience leading projects within complex environments that require diverse stakeholders' input and alignment.
- Excellent conceptual, analytical, and critical thinking skills with the ability to process a great deal of information with attention to detail and accuracy while maintaining the broader purpose in context of the Trust's work.
- Exceptional written and oral communication skills, including the ability to translate research and evaluation concepts and results into language that can be readily understood by a diverse audience.
- Flexibility and adaptability to different work and management styles; positively contributes to teamwork, learning, and collaborative spirit of a small team and office; ability to support and assist others in a well-organized manner.
- High ethical standards; commitment to the social sector and passionate about the mission and goals of the Trust.

Personal Qualities

The successful candidate is an action-oriented, entrepreneurial problem solver with a flexible and innovative approach to program and organizational strategy and management. S/he has significant experience demonstrating sound independent judgment with impeccable personal and professional integrity and trustworthiness; is organized and efficient, as well as resourceful and results-oriented. S/he's an interdisciplinary and creative thinker who can be innovative as well as pragmatic, has experience working well under pressure with acute attention to detail, and has the ability to adapt to shifting priorities in a changing landscape. The ideal candidate has a positive "can-do" attitude, is a self-starter who assumes hands-on responsibility and a willingness to perform the full range of tasks required in a small organization. S/he has a wide-ranging intellectual curiosity and a lively, good-spirited sense of humor.

This is a full-time position located in New York City. Salary is commensurate with experience and includes excellent benefits.

To Apply:

Please submit a cover letter explaining how your skills and background fit this position, accompanied by a resume, three references (at least one written), and two writing samples to jobs@efct.org, subject "Strategist Application."

Only complete applications will be considered.

Please understand that due to the volume of submissions, only qualified applicants will be contacted.