



Executive Director

HEALTHCARE FOUNDATION NORTHERN SONOMA COUNTY

About The Healthcare Foundation:

The Healthcare Foundation Northern Sonoma County's mission is to connect people and resources to promote wellness in underserved communities. Our grants and initiatives support equitable access to culturally-sensitive healthcare and mental health services, and promote overall community wellness. The Foundation has a 22-year history of being the largest and trusted funder of healthcare in Northern Sonoma County while bringing together community-minded donors and diverse nonprofits for greater community impact in the areas of access to healthcare and mental health.

About the Role:

The Executive Director's (ED) role is to advance its vision of eliminating health inequities in northern Sonoma County, towards a future in which all residents have equal access to healthcare and the opportunity to live healthy lives. The Foundation is seeking a highly motivated and talented leader to guide the organization, sustain and expand the organization's role as advocate and convener within the healthcare community. Building capacity and funding sources is critical for our communities of Healdsburg, Windsor, Geyserville, and Cloverdale.

The ED will have the collaborative assistance of an engaged and active Board of Directors (BOD) that reflects the passion and commitment to our local community and the donors who wish to support quality healthcare for all. They will serve as the face and voice of the Foundation to a wide variety of stakeholders including donors, community partners, elected officials, and nonprofit organizations.

The ideal candidate will have deep experience in cultivating productive relationships with major donors, have a proven track record of success in fundraising, have general knowledge of healthcare issues, including awareness of the social determinants of health, and possess excellent communication abilities in both spoken and written form. We are looking for an ED who will conduct themselves with the highest degree of dignity, integrity and transparency. Bi-lingual skill desirable.

POSITION SUMMARY

Reporting to the Board of Directors, the Executive Director (ED) will have overall strategic and operational responsibility for Healthcare Foundation's programs, potential expansion, and execution of

its mission. They will develop a deep knowledge of the social determinants of health, the drivers of health inequities in Sonoma County, and be committed to partnering with local healthcare and mental health providers, community-based organizations, as well as Healthcare Foundation operations and sustainability plans.

Responsibilities

Fundraising & Communications:

- Lead and expand local revenue generating and fundraising activities to support grantmaking, operations and potentially regional expansion
- Lead grantmaking processes to include collaborative proposal review to determine recommendations for funding.
- Deepen and refine all aspects of communications—from web presence to external relations with the goal of creating a stronger brand.
- Use external presence and relationships to garner new opportunities.

Leadership & Management:

- Oversee the integration of the foundation’s strategic planning process to operationalize commitment through all activities, and operations; monitor and report progress to ensure ongoing grantmaking to local organizations that promote health equity.
- Promote clear communication and collaboration internally to advance learning, strategy refinement, innovation, as well as externally with funded partners to ensure alignment and attainment of stated goals.
- Actively engage with partnering organizations and funders.
- Create a culture of philanthropy: engage board members in actively cultivating and stewarding relationships with existing donors and new prospects.
- Ensure quality of finance and administration, fundraising, communications, and systems; recommend timelines and resources needed to achieve the strategic goals.
- Lead, coach, develop, and retain Healthcare Foundation’s high-performance staff.
- Represent the Healthcare Foundation at meetings as the convener and/or participant in local/regional related healthcare initiatives
- Ensure effective systems to track progress, and regularly solicit stories and data from grantees in order to measure successes that can be effectively communicated to the board, funders, and other constituents.

Planning & New Business:

- Explore regional expansion and complete the strategic planning process for continued and expanded grantmaking
- Explore ways the Healthcare Foundation can align with partners to advocate for health equity
- Build partnerships throughout Sonoma County, establishing relationships with the nonprofit, community and political leaders and funders

- Be an external presence that communicates program results with an emphasis on the successes of the local grantees as a model for regional replication.

Qualifications

The ED will be thoroughly committed to the Healthcare Foundation's mission. All candidates should have proven leadership, coaching, and relationship management experience to include:

- 10 years of senior management experience in a nonprofit organization; proven track record of effectively leading and regionally scaling a performance- and outcomes-based organization and staff.
- Passionate commitment to equity and social justice
- Demonstrated experience providing quality programs and data-driven program evaluation
- Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures
- Strong written and public speaking skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills
- Excellence in organizational management with the ability to coach staff, manage, and develop high-performance teams, set and achieve strategic objectives, and manage a budget
- Past success working with a Board of Directors with the ability to cultivate existing board member relationships
- Action-oriented, entrepreneurial, adaptable, and innovative approach to business planning
- Ability to work effectively in collaboration with diverse groups of people
- Passion, idealism, integrity, positive attitude, mission-driven, and self-directed

The Healthcare Foundation values people from all walks of life. While we understand not everyone will meet all the above qualifications, we encourage you to apply.

To apply, please send a cover letter and resume to: people@healthcarefoundation.net

The reasonably estimated salary for this role ranges from \$140,000 – 170,000 plus a competitive benefits package to include health, dental, a 403(b) plan, and paid time off. Actual compensation is based on factors such as the candidate's skills, qualifications, and experience.

The Healthcare Foundation is an Equal Opportunity Employer and considers all qualified applicants regardless of race, gender, color, religion, national origin, age, sexual orientation, gender identity, disability, veteran status, or other classification protected by law.