



Amherst H. Wilder Foundation Search for Vice President, Wilder Center for Communities

The Organization

Amherst H. Wilder Foundation (“Wilder” and “Foundation”) is a non-profit organization dedicated to improving lives in greater St. Paul and beyond through direct service, community building and research. Wilder identifies critical unmet needs and uses its expertise to innovate and promote solutions that work to improve the lives of individuals, families and communities. Wilder Programs provides direct services that build hope and resiliency for children and families including mental health, education, housing, social adjustment, early childhood and aging offerings. Wilder Center for Communities builds community capacity through leadership development programs, community initiatives and collaborations that bring people together to solve complex social challenges. Wilder Research studies evidence and provides applied and practical research in the field of human services.

Wilder currently operates approximately 40 programs of various sizes that are at different stages: inception, emergent, mature or reinventions. The Foundation continuously examines its services and courageously makes tough decisions in order to focus on where it can have the most unique impact and improve and transform its services to be responsive to the community. Wilder partners with many other organizations from the community and serves as a convener of resources and ideas and a catalyst for collective action.

Wilder will continue to deliver high quality, effective services and advance its strategic plan, guided by the following **four aspirations**:

Children and Families: Children and families will have what they need to achieve their full potential.

Community Services for Aging: Older adults have what they need to maximize the quality of their lives.

Community, Research and Leadership: Residents and leaders are informed and engaged in creating solutions to address vital community issues.

A Great Place to Work: Wilder employees have a satisfying work life and are able to develop and use their strengths and skills in serving the vulnerable people of greater St. Paul.

The Wilder Foundation has an excellent reputation for identifying and addressing critical issues facing the community. To this end, Wilder’s Board and staff have identified emergent areas of growth, or Strategic Priorities, which include:

- Advance social and economic opportunities
- Improve mental health in the community
- Prevent homelessness by stabilizing families and youth
- Build capacity to reduce health inequities
- Use reliable measures to increase our impact in the community
- Strengthen financial sustainability

For more information about Amherst H. Wilder Foundation please visit: www.wilder.org.

Position Summary

Reporting to the President and CEO, the Vice President, Wilder Center for Communities (VP, WCC) will accelerate the progress Wilder can make to address vital and complex community issues, harnessing the influence of the Foundation and its expertise to engage residents and leaders to inform decision-making processes, the design of future services and structural changes to advance Wilder's core and strategic priorities. The VP, WCC will be responsible for public policy and community affairs, leadership programs, community initiatives, and consulting and training services.

As a key member of the Executive Team the VP, WCC will have the overall responsibility to work toward Wilder's four aspirations along with the rest of the senior leadership team and have direct accountability and responsibility for implementing parts of the strategic plan.

Reports to:	President/CEO
Direct Reports:	Director, Community Initiatives Director, St. Paul Promise Neighborhood Director, Public Policy Directors, Leadership Programs (two) Manager, Diversity Institute Total team: 33, including additional indirect reports to this position
Other Key Relationships:	Vice President, Finance, Administration & CFO Vice President, Programs for Economic Stability and Aging Services Vice President, Programs for Community Mental Health and Wellness Vice President, Advancement Executive Director, Wilder Research Executive Office Amherst H. Wilder Board of Directors
Position Location:	Saint Paul, Minnesota

Key Responsibilities

Strategic Leadership

- Lead the design of community and civic engagement processes and strategic planning that will support the mission, vision, aspirations, and core and strategic priorities of Wilder.
- Develop and implement new strategies to further engage the community in community initiatives and projects, public affairs, convening, leadership development and volunteer programs.
- Facilitate internal communication and integration to expand community engagement, public affairs, convening, leadership development, volunteer management and community-based projects and initiatives, ensuring that strategy and goals are clear and consistent with the mission.
- Be a trusted, influential and collaborative leader who partners effectively with internal and external stakeholders and advances cross-sector relationships to meet the needs of the Foundation in all of its respective community roles.
- Possess personal alignment with Wilder's mission, exhibit behaviors that reflect Wilder's values, and demonstrate a leadership style that exemplifies cultural competency, adaptability, principles, ethical leadership and personal character.

Community Organizing and Engagement

- Facilitate, plan, design and develop community engagement strategies for Wilder in the community with consulting and training services.
- Ensure clarity of purpose and direction with community projects and internal staff assigned to work on them to maximize community impact and achieve goals.

Public Affairs

- Develop and lead a public affairs strategy that will assist Wilder in furthering its mission, vision, aspirations and strategic priorities.
- Partner and collaborate with other organizations to protect mission-critical issues and proactively advance effective policy alternatives and solutions to improve more lives.
- Develop and cultivate effective relationships with key civic leaders and state and local officials.
- Orchestrate and coordinate public affairs within Wilder and serve as an internal consultant about how to influence systems.
- Proactively monitor key trends in the public and non-profit sectors that may impact Wilder.

Social Innovation

- Provide thought leadership and collaborate with other key leaders to invent and discover ways to mobilize, engage and work with the community to advance the aspirations of Wilder.
- Mobilize time, resources and the brand of Wilder to expand and stretch thinking about ways to strategically expand the reach and impact of the Foundation.
- Use research and information strategically to advance the work of the Foundation.

Leadership Development Programs

- Create a clear and compelling vision and strategy to ensure the availability of high quality leadership development programs and provide Foundation-wide leadership to other community projects and initiatives.
- Provide support and thought leadership to community project/program leaders in the development and implementation of a variety of facilitation strategies to engage the community and other key stakeholders in addressing vital community issues.
- Provide support and thought leadership to convening strategy and activities to ensure maximum relevance to Wilder's aspirations and strategic priorities.
- Continue to grow existing leadership development programs and build capacity for leaders to address the needs of disenfranchised and vulnerable populations in the East Metro.

Consulting and Training Services

- Create a clear and compelling vision and strategy to ensure that consulting and training services are high quality and financially sound.
- Provide support and thought leadership to WCC's consulting and training services to ensure maximum relevance to Wilder's aspirations and strategic priorities.

People Development (Talent Management)

- Model, nurture and grow management skills among the team of direct reports.
- Accurately assess others' strengths and development needs, help others improve through sharing candid, timely and constructive inspiration and feedback, and provide accurate and actionable developmental guidance and coaching.

- Work with Human Resources to ensure that Wilder attracts talented, knowledgeable people reflective of the diversity of the Greater St. Paul area, develops and retains staff, and creates a culture where staff are valued and feel like they can make a difference.
- Apply teambuilding and organization development skills to foster excellence in interactions at various levels of the organization.

Financial, Project and Program Management

- Responsible for setting and meeting WCC's financial and budgetary targets. Ensure financial adequacy and soundness of WCC through careful planning, analysis and management.
- Astutely and effectively manage and deliver high quality project and program management, ensuring completion and delivery on time and within budget.
- Understand and use the strengths of different organizations, systems and communities to impact the community through the program development process.
- Use financial acumen when making decisions and/or advising others.
- Work closely with the Vice President, Finance, Administration & CFO on financial sustainability.

Resource Development

- Work in partnership with all parts of the Foundation to identify opportunities to create fresh and expanded ways to attract resources and volunteer support for Wilder.
- Serve as a key partner to other members of the Executive Team to enhance the asset base of the Foundation and to generate and diversify revenue generation opportunities.
- Act as key spokesperson on external and public affairs.

Leadership Competencies

The VP, WCC is expected to demonstrate the following leadership competencies, which are built around Wilder's values of Innovation, Responsiveness and Effectiveness.

- **Champions Strategy and Vision:** Provides strong and collaborative leadership in shaping a clear vision and a sustainable roadmap, especially during times of change. Is responsive, action-oriented and decisive. Takes well-informed risks.
- **Promotes Innovation and Inspiration:** Is a creative, strategic and visionary thinker and leader. Challenges the status quo. Encourages new ideas and experimentation. Embraces new strategies to improve programs while building on what works. Models and communicates a compelling passion for the overall work of the organization, both internally and externally. Inspires a sense of excitement around the organization's mission and values.
- **Demonstrates Business Acumen:** Provides capable financial management, analysis and interpretation of WCC's work including trade-offs and choices that impact strategy. Proposes budgets and transparently manages outcomes. Is able to articulate a vision and attract resources.
- **Values and Develops Employees:** Empowers staff to make decisions and take action. Ensures that expectations are clear, supports employees in their pursuit of goals and delegates appropriately. Is committed to and promotes continuous learning and professional development and challenges employees to achieve their full potential. Celebrates, recognizes and rewards excellence. Sets high standards and holds staff accountable for delivering quality outcomes.
- **Champions Diversity:** Provides leadership for diversity and inclusion. Ensures the sensitive and respectful treatment by and toward all employees, volunteers, donors and clients. Creates and maintains a work climate

which is inclusive and bias free. Develops the cultural competence of all employees. Recruits and develops culturally diverse leaders and team members.

Ideal Candidate Profile

The ideal candidate is a seasoned professional who has done considerable work for the public and non-profit sectors and who has a passion for serving the vulnerable and creating support for the unmet needs of the greater St. Paul community. This individual will understand how to build, shift and share power to create structural changes in society and will have proven leadership experience and an exemplary track record for managing multi-faceted engagement approaches in the community and working cross-functionally across a variety of disciplines in a large organization.

The following experience and qualities would be exemplified for the ideal candidate:

- **A minimum of ten years of progressively increasing leadership experience is required**, including at least five years of management and supervision experience in two or more of the following content areas: leadership development, community organizing and engagement, public policy and administration, or consulting and training service delivery.
- **Multi-sector:** Ideally includes a combination of public, non-profit/philanthropy and/or higher education experiences.
- **Organizational development:** Proven planning, fundraising, program and financial management experience with a preference for considerable operations experience in a complex and dynamic organization with strong project management skills and knowledge of the differences between the private, public and non-profit sectors.
- **Business and financial acumen:** Demonstrated fiscal management and accountability experience.
- **People development:** A motivational leader who provides regular coaching and feedback to their team.
- **Small and large-scale facilitation:** Demonstrated experience in designing and using different models for group facilitation to engage the community and other key stakeholders in addressing vital issues. Experience designing collaborative processes that lead to stronger integration of organizational assets to meet strategic priorities and co-designing efforts with small non-profits and grass-roots leaders.
- **Research and evaluation:** Proven ability to respect and use data and information to help make decisions and be results-oriented to improve service quality and establish accountability with management processes.
- **Effective communication:** Excellent written and verbal communication skills that demonstrate an ability to motivate others to action through influence and an ability to manage a diverse team.
- **Cultural competence:** Passion, interest and demonstrated organizational and community leadership related to diversity and inclusiveness, racial equity and cultural competence.
- **Project management skills:** Experience leading and managing complex community projects with competing interests, collaborative efforts or community initiatives.

A bachelor's degree is required and a Master's degree preferred; the highest ethical standards are assumed.



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