KERN COMMUNITY FOUNDATION
EXECUTIVE SEARCH: PRESIDENT AND CEO

Kern Community Foundation seeks an experienced and committed President and Chief Executive Officer. The following information details the organization and the opportunity.

About Our Foundation
Kern Community Foundation ("Foundation") is a vibrant nonprofit enterprise created by and for the people of Kern County. *The Foundation's mission* is powerfully simple – we are growing community and growing philanthropy. *The Foundation's vision* is based on a strong belief in philanthropy – the practice of giving now and making long term investments to support effective charitable organizations and programs forever, and the power of community engagement – using experience, knowledge, and trusted relationships to effect community change. The Foundation is motivated by an underlying commitment to make Kern County a better place to live, to work and to visit.

The Foundation is known as a home for local donors and philanthropists, a results-oriented grantmaker and a trusted community leader. *The Foundation is in business* to help local individuals, families and corporations to organize and carry out plans for charitable giving, and to generate capital, in the form of dollars and knowledge, that provides solutions to help make Kern County a better place to live, to work and to visit.

Kern Community Foundation - Today

- Established in 1999, and celebrated 20th Anniversary in November 2019
- Assets: More than $35 million in 175 funds
- Products: Endowments, Donor Advised Funds, Scholarships, Agency Funds
- Grants: More than $25 million since inception
- Scholarships: Nearly $3 million to 1,200 students since inception
- Affiliated with Greater Horizons and Greater Kansas City Community Foundation for investment management services
- Utilizing Foundant's CommunitySuite technology platform for accounting, CRM, grant and scholarship solutions
- Knowledge Resources: Nonprofit Empowerment Center at Kern Community Foundation and Community Giving Guide
- Leadership Initiative: Women's and Girls' Fund ($2.5 million endowment), Kern Connected Community Network, A Better Bakersfield and Boundless Kern (B3K Prosperity)
- Rural Philanthropy Initiative: Kern River Valley Community Fund ($400K endowment)
- Conservation Initiative: Upper Kern Fisheries Enhancement Fund ($3.5 million endowment)
- Social Networking /Visibility Initiatives: Philanthropy on Tap, Jumpstart, Give Big Kern!
- Staff: 4.8 FTE
- Annual Operating Budget: $850,000
- Subsidiary: Kern Real Estate Foundation, established in 2012
- Memberships: League of California Community Foundations, SoCal Grantmakers, National College Access Network

Kern Community Foundation - Tomorrow
In addition to delivering best in class donor services to current and new donors, to professional advisors and to community stakeholders, the Foundation will continue its focus on the following initiatives:

- Nonprofit Strengthening: Supporting Kern's nonprofit sector through a variety of efforts designed to increase visibility, build capacity, encourage resiliency, and ensure sustainability.
- Improving Educational Outcomes: Under the Kern Futures brand, support student success with a quality college access program, a robust portfolio of scholarship opportunities, and ongoing connectivity throughout their postsecondary journey; while also engaging with education leaders, community stakeholders to improve systems and create a community culture that identifies the value of education.

- Community Development: Identify opportunities to lead and/or support regional efforts to address large scale systemic issues. From improving regional health outcomes to building an inclusive plan for economic prosperity, the Foundation will serve as a respected thought partner, community convener, or willing participant for effecting change.

Kern Community Foundation's Organizational Leadership

The Foundation is governed by a 19-member Board of Directors that represents a broad cross- section of leadership in Kern County. The Board is comprised of highly committed community leaders who have invested time, energy and financial resources to make Kern Community Foundation successful. The Board is committed to ensuring the long-term growth of the Foundation. The President and CEO serves as a voting Director, in the role of President, and reports to the Board, as CEO.

Expectations and Responsibilities of the Foundation's Next President and CEO

The President and CEO is responsible for implementing the policies and directives of the Board and for the overall administration and management of the Foundation.

The Foundation's next President and CEO will be expected to:

- Ensure the Foundation's continued operation and financial sustainability.
- Continue to grow the Foundation's community of donors.
- Continue to grow the Foundation's audience.
- Oversee the Foundation's grantmaking and initiatives; and provide support to volunteer and/or staff leadership to successfully achieve results.
- Partner with the Foundation's Board of Directors to ensure a robust set of board development activities, including orientation, continuing education and leadership succession.
- Oversee the Foundation's professional development activities, including recruitment, orientation, continuing education and performance recognition and reward.

In general, the President and CEO is responsible for:

- Implementing all policy decisions of the Board, and for the management and operation of all programs and services provided by the Foundation, its funds, its subsidiaries, its affiliates and its initiatives.
- Overseeing the administrative and fiduciary functions of the Foundation and is solely responsible for employing and organizing staff to achieve Foundation goals.
- Representing the Foundation to the community and building strong relationships with the residents of Kern County, with community leaders, with public officials, with local media, with donors and their professional advisors, with nonprofit partners and grantees, collaborators from other community foundations, Foundation staff and the Board.

Specifically, the President and CEO is responsible for:

- Working with the Board to determine and ensure the Foundation's mission, vision, values and strategic priorities are carried out, and that the Foundation functions in every respect.
- Overseeing the development and management of budgets, of revenues and expenditures, of internal controls and financial discipline, and of the overall financial well- being of the organization and its subsidiaries.
- Working with the Board to oversee and approve all contracts and to comply with all external reporting requirements.
- Overseeing the design and implementation of communications strategies to raise the Foundation's visibility and serving as the Foundation's primary contact for all public affairs.
- Using data and information about philanthropy and the nonprofit sector to understand and respond to the needs of donors, their professional advisors and the community of nonprofit charitable organizations in an accountable and transparent manner to achieve measurable results.
- Overseeing the design, implementation and evaluation of competitive grantmaking, and ensuring the effective execution of all policies and procedures related to donor advised grantmaking.
- Supervising Foundation staff to meet or exceed expectations for performing individual functional responsibilities and general donor services responsibilities.

- Supporting Foundation staff to meet or exceed expectations for demonstrating the Foundation's following values:
    - Knowledge and Core Know-How
      We uphold the public trust in the Foundation and carry out the Foundation's mission by:
        - Learning the Foundation's history, accomplishments, programs, and services
        - Building relationships among the Foundation's leadership, management, and customers
        - Understanding the Foundation's business model and financial position
        - Performing the responsibilities listed in job descriptions
        - Disclosing conflicts of interest and maintaining confidentiality in accordance with related Foundation policies.
    - Service Excellence
      We commit our best efforts to:
        - Drive for results – we work hard to exceed goals successfully, and in a consistent manner; we are bottom-line oriented, and we make the best use of our time in order to get things done.
        - Innovate and be part of the solution to challenges – we bring ideas to market, specifically as they relate to improving our work.
        - Demonstrate managerial courage – we take initiative.
        - Deliver completed work – we provide current, direct, complete and actionable recommendations to stakeholders and customers rather than delivering "works in progress" that require others to complete our work.

Professional Qualifications of the Foundation's Next President and CEO

The idea candidate will have:

- A passion for the Kern County community, or a history of success in communities with somewhat comparable demographics and values.
- A history of and reputation for uncompromising integrity, inspiring trust in the Foundation, its Board and its staff.
- The capacity, motivation, and energy to learn the complicated business of operating a community foundation, the curiosity to address an understanding of the Foundation as a lifelong learning opportunity, and the eagerness and openness to look to peers throughout the community foundation field for transferable lessons and best practices.
- Extensive nonprofit and/or philanthropic leadership experience and lifelong history of public service.
- High level of financial expertise as a basis not only for managing a complex, growing financial institution but suitable in a thought-leader and problem-solver who can be a resource to charitable individuals desiring to perpetuate their philanthropy for the benefit of Kern County and beyond.
- Profit and loss experience, a strategic perspective, entrepreneurial ability, and proven leadership, with a broad array of skills transferable to a complex nonprofit organization.
- Exceptional written and conversational communications skills, with a highly evolved capacity for listening, synthesizing information, and promoting interactive processes.
- Ability to work closely, in partnership, and in a position of leadership with a diverse staff and Board, in a style of respect and collaboration, as well as the capacity to work well with government, corporate, foundation and individual funders. Teambuilding and volunteer motivation, management, and coordination skills are critically important at this level of development in any community foundation.
- Ability to identify and recruit able staff, and to motivate, mentor, and inspire an effective professional and volunteer workforce, and to make difficult personnel decisions when necessary.
- Flexibility to be accessible and present to all constituencies, the ability to lead from behind or by example, the humility to inspire respect.
- Authenticity, persistence, sensitivity and attention to detail.
- Dedication to the work, high energy, durability and a good sense of humor

Educational Qualifications of the Foundation's Next President and CEO
Lifelong learning and educational achievement appropriate to the complexity of the position. Advanced degrees in management, law, finance, and the social sciences are particularly relevant, but not required.

Compensation
Negotiable, based on experience and salary history.

To Apply
Interested applicants may apply by email, no later than July 28th, to CEOSearch@kernfoundation.org.

Please include the following:

- A cover letter with responses to the following questions/statements:
    1. What is your vision for Kern Community Foundation?
    2. Briefly describe your financial background.
    3. What is Kern Community Foundation's role in Kern County?
- Resume

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