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Senior Program Officer - The Libra Foundation

San Francisco, CA

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The Opportunity

The Libra Foundation is a family foundation committed to the belief that all people have the right to live in a healthy environment and in peaceful, just and equitable societies. The foundation is seeking a new Senior Program Officer. [The Libra Foundation](#) utilizes a human rights lens to focus its grantmaking within and at the intersection of three program areas: gender justice, environmental justice, and criminal justice reform/drug policy. Libra's grantees fight against systemic inequalities, organize communities most impacted by injustice, and innovate new models of networks and organizations serving our common good.

Libra is part of a larger shift in philanthropy that aims to disrupt traditional power relationships in the nonprofit world, elevate the voices of grantees, and channel new resources to diverse grassroots groups. This is a unique opportunity to lead and nurture a portfolio of social justice funding and projects with a nationally-focused foundation. The position is based at The Libra Foundation offices in The Presidio, and reports to the Executive Director of the Foundation.

The Foundation is a small, intimate environment where shared values and a collaborative spirit are very important. The ideal candidate should be: 1) either an experienced grantmaker with knowledge and expertise in criminal justice reform or an experienced organizer ready to apply their skills and expertise to philanthropy; and 2) a superb network weaver and project manager with deep knowledge about the criminal justice system.

Key Responsibilities

- **Collaborative strategy.** Work closely with the Executive Director, program team and board/family members to further develop, test, and refine the Foundation's grantmaking approach and strategy.
- **Grantmaking.** Identify grant opportunities in line with the organization's strategic goals. Engage in and oversee development of grants, grantee relationships, and grant monitoring. Maintain relationships with grantees and serve as a resource to them. Identify partnership and collaboration opportunities. Maximize opportunities for intersectional grantmaking.
- **Public policy.** Develop/maintain knowledge of criminal justice reform, drug policy, and related issues in areas of interest to the foundation. Track and identify emerging policy and advocacy efforts that support the foundation's goals.
- **Collaborative team member.** Participate and sometimes lead in collective efforts to nurture the health and effectiveness of the team, offer to support to team members without being asked, provide thought partnership to fellow staff and board.

- External relationship-building and partnerships. Invest in relationships with key grantee institutions and leaders in relevant fields. Identify new, emerging and innovative organizations doing groundbreaking work in the foundation's areas of interest. Develop prospective projects in partnership with the nonprofit community, colleagues in philanthropy, and government, where applicable.
- Project and resource management. Identify the need for consultants in program development and contract management. Contract with and manage consultants, as needed.
- Evaluation. Collaborate with the rest of the Libra team to devise and execute effective strategies and methods for evaluating the success and impact of grants and investments, and community learnings and findings.

Qualifications

- Mission-oriented with a proven commitment to social impact.
- Deep experience in criminal justice reform. Experience in or knowledge of the nonprofit sector also highly desirable.
- Experience as a grantmaker, organizer, or nonprofit leader is preferred.
- Knowledge of philanthropic giving vehicles, as well as the various laws and regulations affecting them.
- Solid social sector knowledge, including strategy, theory of change, program design, evaluation/performance management, business models, capacity-building, etc.
- Excellent customer service and communication skills (listening, interpersonal, verbal, and written); responsive, thoughtful and timely.
- Excellent writing, research, synthesizing and presentation skills.
- Strong planning and implementation skills; ability to prioritize, organize, and manage multiple competing assignments and responsibilities.
- Experience in, and comfort with, working collaboratively with people from diverse backgrounds.
- Willingness to travel regularly.

Additional Attributes

Successful candidates will also exemplify the following:

- High EQ - Thoughtful, open-minded listener and thought partner with high emotional intelligence.
- Low ego - Humble, service-oriented team member who treats fellow team members and grantee partners with kindness and respect.
- Flexible and positive - Demonstrated work style that is flexible and adaptable. Must have a positive attitude that contributes to a healthy, vibrant team dynamic.
- Collaborative yet independent - Collaborative, while also being comfortable working independently and being resourceful and accountable.

- High integrity - Sound judgment; models ethics and trustworthiness in all actions. Personal and professional maturity. Ability to maintain confidentiality, credibility, discretion and trust.

Compensation

Salary is competitive and commensurate with background and experience, and a generous benefits package is offered.

To Apply

Martha Montag Brown & Associates, LLC has been retained for this search. Interested and qualified candidates are encouraged to apply by sending a cover letter, resume and salary requirements by email to martha@marthamontagbrown.com. All correspondence will remain confidential.