



# HEADING HOME MINNESOTA FUNDERS COLLABORATIVE IS LOOKING FOR OUR NEXT LEADER - EXECUTIVE DIRECTOR JOB OPENING

## Organization Overview:

The Heading Home Minnesota Funders Collaborative (HHMFC) is a member organization comprised of grant makers and intermediaries committed to working together to prevent and end homelessness in Minnesota. HHMFC believes homelessness is a solvable issue and we all have a role to play. There is significant knowledge that exists about the scope of the problem, the primary causes of homelessness, and strategies that have been effective at preventing and significantly decreasing homelessness. HHMFC believes that a strong public private partnership that is focused and collaborative can effectively end homelessness in Minnesota.

The Funders Collaborative works with all stakeholders to identify and support strategies where philanthropy can help innovate and achieve sustained impact. We act as an information and learning hub by offering educational and networking opportunities for members and nonmembers who share an interest in preventing and ending homelessness.

**Mission:** Maximizing philanthropy's role in preventing and ending homelessness.

**Vision:** Everyone in Minnesota has safe, affordable and stable housing.

**Goal:** Cultivate the conditions to end homelessness.

## **Values:**

- **Achievable:** We believe housing is a human right and homelessness is solvable
- **Community-Designed:** We are guided by people who have experienced homelessness
- **Equitable:** We work and act with an understanding that homelessness is connected to culture, gender, identity, race, economics and privilege
- **Responsive:** We act on emerging and immediate needs
- **Influential:** We effect the field of Philanthropy and prioritize homelessness work and all conditions with which homelessness occurs

## Position Overview:

**The Executive Director** will provide strong leadership to the Collaborative and the community to fulfill our mission of maximizing Philanthropy's role in preventing and ending homelessness. They will be self-directed and able to forge consensus, engage stakeholders and tackle complex issues with patience and persistence. The Director will work in partnership with the Steering Committee and provide leadership, management and support to all activities and operations of the Collaborative. The Director will be the only employee of the Collaborative and will have administrative support and access to consultants based on the activities and needs of the Collaborative. The Director will work from home or office space available at our fiscal sponsor's site.

The Executive Director will build on the Collaborative's recently updated Strategic Plan and continue efforts around regionalizing the metro areas housing and homeless response system, engaging individuals with lived experience throughout the system, and other efforts that create the conditions to end homelessness.

*Brandenburg Family Foundation- Butler Family Foundation-Frey Family Foundation-Graves Foundation- Greater MN Housing Fund  
Greater Twin Cities United Way-Margaret A. Cargill Philanthropies-Minneapolis Foundation  
Open Your Heart to the Hungry and Homeless-Otto Bremer Trust-Phillips Family Foundation- Pohlad Family Foundation  
Saint Paul & Minnesota Foundation-Richard M. Schulze Family Foundation-WCA Foundation*

## **Key Responsibilities:**

### **Organization Strategy and Leadership**

- Create shared understanding and clear direction for the Collaborative, and lead initiatives and activities to meet the goals
- Develop and maintain effective and positive relationships and work collaboratively with organizations and individuals relevant to our mission and outcomes, including local and state government agencies, service providers, other funder's collaboratives, corporations, and elected officials
- Represent HHMFC on work groups, task forces, and to the general public

### **Organization Management**

- Establish annual goals, objectives and work plans, and track results against these goals
- Manage contracts with consultants and grantees to monitor implementation of programs and grants
- Provide support to all Collaborative meetings and work groups
- Provide oversight and management of administrative support contractors

### **Financial and Grant Oversight**

- Develop the annual budget and monitor organizational finances on a monthly basis
- Prepare and review grants and contracts to effectively implement funding decisions, monitoring and amending as needed

### **Engagement and Communication**

- Effectively communicate with members and other stakeholders to ensure continued engagement and participation
- Oversee all messaging and communications to members and other audiences in order to effectively build support and implement HHMFC initiatives

### **Fundraising**

- Work with individual members to raise funds from their organizations, drafting and submitting proposals and reports as necessary
- Reach out to potential new members and funders, inviting them to participate in the Collaborative.
- Identify and pursue appropriate funding opportunities both locally and nationally

## **Job Qualifications:**

- Passion for preventing and ending homelessness in Minnesota, with the ability to inspire others to action towards this end
- Understanding of the interconnected issues and policies surrounding homelessness, the complex traumas of those experiencing homelessness, and the organizations and systems in this space
- Culturally competent with experience and grounding in racial equity efforts
- Ability to engage diverse constituencies, including individuals with lived experience, to set a clear direction, and lead these efforts to success
- Self-directed and skilled at prioritizing work with multiple tasks and deadlines with attention to detail, accuracy and transparency
- Excellent written and verbal communication skills, including public speaking skills.
- Ability to effectively work independently

## **To Apply**

This is a full-time position with an approximate salary range of \$100,000 to \$120,000 plus benefits. Position will remain open until filled, **first screening of candidates on or about November 4, 2020**. Send cover letter, resume, and three professional references as one .pdf document to [admin@meyerconsulting.org](mailto:admin@meyerconsulting.org).

Contact Roger Meyer at [roger@meyerconsulting.org](mailto:roger@meyerconsulting.org) or 651-338-5318 to learn more