



Vice President of Programs - Job Description

About SVP Tucson

[Social Venture Partners Tucson](#) (SVP) is a nonprofit organization dedicated to making our community more equitable, with opportunities for all. We do this by investing in high-potential nonprofits in our areas of focus (early childhood education, workforce development, racial and gender justice, and those serving historically marginalized communities) through multi-faceted capacity building relationships. As a membership-based organization, we bridge the gap between philanthropists and nonprofits – driving relationships and resources between these areas, and ultimately building resilience in nonprofits and the Tucson community. SVP Tucson uses a [2Gen approach](#) to create lasting change in our community.

SVP Tucson is in a period of rapid transformation and growth. Currently, we have an operating budget of \$1,000,000, a staff of 5 FTE, 130 Investor Partners, and a portfolio of 15 current and 78 alumni Nonprofit Partners. SVP Tucson is one of over 40 SVP affiliates bringing a unique model of engaged philanthropy to communities all over the world.

As you know, SVP stands for Social Venture Partners. But when we are talking about our staff, it stands for Super Valued People! Our highly coveted team keeps our network of Partners informed, engaged, motivated and inspired. And because of this work, SVP employees truly make an impact working alongside nonprofits, philanthropists and our community leaders. Click [here](#) to read more about how we take care of our valued staff.

Position Description

The Vice President (VP) of Programs will provide strategic leadership for SVP's programmatic and community impact activities, lead the development and expansion of a collaborative 2Gen approach between SVP and community partners, and lead SVP's longstanding nonprofit and community capacity building programs. The VP of Programs will have the exciting opportunity to help take one of Tucson's most innovative and vibrant philanthropic organizations to its next level of impact. The VP of Programs reports to the President and CEO, serves on SVP's leadership team, and will grow the program team with 2 new hires anticipated in the next two years. In addition to staff, the position will interact with committee members, board members, donors, and external partners.

The VP of Programs works to advance SVP's mission and to:

- Serve as SVP Tucson's lead nonprofit consultant and direct its capacity building and convening programs
- Be the key leader and representative for SVP Tucson's 2Gen Nonprofit Collaboration
- Build and lead a program department with 2 new hires anticipated in next 2 years
- Facilitate engagement of SVP's Investor Partners in strengthening SVP Tucson and our Nonprofit Partners
- Work with the CEO on the execution of all strategic goals and initiatives.

The ideal candidate will be a thinker, planner, and a doer. The primary responsibilities of this role focus in the following three areas: Program Development, Team Management and Leadership, and Community Relationships.

Program Development

- Be the key leader and representative for SVP Tucson's 2Gen Nonprofit Collaboration which includes the planning and implementation of a shared system of referrals, social capital efforts, data collection and evaluation and requires interacting with families, direct line staff, program supervisors, CEOs, SVP donors and volunteers, and the evaluation teams.
- Lead inclusive, collaborative, and efficient internal processes around operationalization and implementation of SVP's core and inter-connected programs which include:
 - 2Gen Collaboration
 - Nonprofit Capacity Building
 - Grant making
- Ensure smooth transition from long-standing capacity building programs to new ones that align with the 2Gen strategy, maintaining continued focus on optimizing committee composition, roles, engagement, and experience.
- Oversee grantmaking strategies and processes to ensure alignment with SVP's strategic direction, values, and model of engaged philanthropy.
- Serve as the chief program and impact strategist for SVP Tucson, providing guidance, support and information to the CEO and board to inform strategic direction.
- Create flexible, right-sized systems by which we use data and metrics to both inform our strategies and evaluate the impact of our work, communicating results to SVP's internal and external stakeholders.
- Develop and refine program policies and processes, with the goal of continual improvement.

Team Management and Leadership

- Hire, manage, coach, and mentor a growing team of program associates, inspiring them through a period of change as we develop and transition to new programmatic frameworks and approaches.
- Lead, inspire, and facilitate SVP's Investor Partners in their volunteer engagement with SVP programs, including management of a portfolio of partner-powered working groups.
- Develop and promote inclusive processes for feedback, alignment, and development of support for SVP's nonprofit and investor partners.
- Support SVP 's (volunteer) Lead Partners in managing the nonprofit teams by providing strong project management skills, thought leadership, and facilitating positive team dynamics.

Community Relationships

- Internally and externally model our transition from a "knowing organization" to a "learning organization," focused on asking the right questions and lifting up the expertise of our nonprofit partners.
- Serve as the lead representative for SVP's programs and impact, including as a speaker and convener.
- Maintain active and broad external engagement to ensure awareness of local community needs and opportunities, as well as a broad understanding of trends and needs in the regional and national 2Gen, nonprofit and philanthropic ecosystems
- Build and maintain relationships with relevant peers in local philanthropy, government, nonprofit sector, and business community that may lead to collaborations and partnerships to leverage our resources and increase our impact.
- Serve as a guide and coach to SVP Partners in order to help them deepen their knowledge of nonprofits and philanthropy and enhance their nonprofit capacity building skills.

Qualifications

All SVP employees have the following responsibilities:

- Represent SVP's principles, values, culture, and community investment philosophy
- Build strong relationships based on trust, mutual respect, humility, equity, and partnership
- Actively inspire, engage, and provide support to SVP Partners
- Actively support the organization's growth and development goals

Required Competencies

- Bachelor's degree or equivalent professional and life experience.
- At least 10 years of professional experience, including at least five years in the social sector (nonprofit, government, corporate philanthropy, community organizing and/or foundations) at a senior leadership level with responsibility for building programs and impact.
- Proven experience in program planning and implementation, operationalizing strategies to achieve priorities and goals and change management
- Demonstrated ability to break down organizational silos and revamp systems and processes to optimize alignment, integration, efficiency, and effectiveness.
- A thinker, planner, and doer with a desire to work in an entrepreneurial environment.
- Proven track record in managing and developing a staff team: attracting, retaining, and growing talent through performance reviews, professional development, team-building activities, goal setting, accountability, and growth opportunities.
- Experience successfully vetting, hiring, and managing consultants, serving as an active and engaged client.
- Strong public speaking and written communication skills, including writing and editing reports, summary memoranda, correspondence, etc.
- Technologically adept – comfort, familiarity and/or ability to learn and utilize a variety of computer applications (i.e.: Microsoft Office, ASANA, internet research) as well as project management systems.
- Proven track record of building trusting relationships and working effectively across different settings, communities, and issues – with people of diverse backgrounds, perspectives, and cultures.
- An understanding of diversity, equity, and inclusion (DEI) principles and practices and a commitment to incorporating them into internal and external work.
- Commitment to the SVP Tucson's core values and culture.
- Willing to “roll up their sleeves” and perform administrative tasks as well as the more strategic ones.
- Ability to work flexible hours, with occasional evening events and meetings.
- Ability to maintain confidentiality.
- Enjoys working in a small office and can work well in a highly collaborative and fluid work environment.
- Commitment to creating an inclusive atmosphere where differences are understood, valued, and respected; an understanding and appreciation of the diversity found within Southern Arizona including the ability to work with individuals regardless of race, color, gender, sexual orientation, sexual identity, age, religion, marital status, disability, national origin, and military status.

Preferred:

- Experience with 2Gen approaches
- Fluency with data and evaluation, including the development and utilization of metrics to assess social impact and return on investment.
- Community engagement experience.
- Experience with internal and external feedback loops for process, system, and cultural improvement.
- Knowledge of the philanthropic field, including relationships with (or knowledge of) national funders who may be aligned funding prospects.

- Knowledge of the Tucson community, including strengths, challenges, trends and the regional nonprofit and philanthropic sectors.
- Advanced degree or certifications in a relevant area of study

Submit your resume and cover letter to: <https://www.socialventurepartners.org/tucson/how-you-fit-in/job-opportunities/>

Job Title: Vice President of Programs

Reports To: President and CEO

Average Hours Per Week: 40

FLSA Status: Exempt

Salary: \$75,000 - \$95,000