



The Global Child Nutrition Foundation (GCNF) is seeking an Executive Director

Inquiries and submission to rebecca@gcnf.org

Closing date: Sept 11, 2020

[The Global Child Nutrition Foundation \(GCNF\)](#) brings together a global network of governments, businesses, and civil society organizations to support school meal programs that help children and communities thrive. Based in Seattle, Washington, GCNF provides advocacy, training, technical assistance and networking opportunities and [convenes an annual forum](#) to help governments build national school meal programs that are nutritious, locally sourced, and ultimately independent of international aid. The GCNF board is completing its strategic plan, a draft of which is available upon request.

GCNF is seeking an Executive Director to lead the organization as we grow and expand program offerings. The Executive Director may work remotely from anywhere in the U.S.A with periodic travel to Seattle and Washington DC. Occasional travel to international locations is expected, as the work requires and other conditions allow. You will be joining [a small, self-directed team in Seattle](#), including a Program Officer, a Communications/Development Officer, and Finance/Administration Coordinator. The current Executive Director is willing to serve as a Senior Advisor (up to 25% time) to support GCNF's needs and to provide high-level strategy and technical assistance during this transition, if desired. You will also work with consultants around the world who are supporting GCNF programs.

The ideal candidate enjoys solving complex problems, works effectively with cross-functional teams, and thrives in a fast-paced setting that is constantly evolving. GCNF values diversity, equity and inclusivity, and we welcome applicants from diverse backgrounds. The position is responsible to the [GCNF Board of Directors](#). Working together with a highly accomplished team, primary responsibilities include policy development and implementation, program management, administration, governance, communications, advocacy, and fund development. The Executive Director leads strategic planning initiatives, provides guidance to the Board on policy development, and develops programs to carry out the [GCNF values, vision, mission, and goals](#).

Strategic and Programmatic Leadership Responsibilities

- Board of Directors formulates policy. The Executive Director provides input to the process and implements policies set by the Board
- Develops, recommends, and implements GCNF's portfolio of programs, communications, training, events, advocacy, fundraising and development strategies
- Honors GCNF's longstanding policy and practices of being:
 - a good partner, cooperating rather than competing with other organizations and individuals
 - an objective facilitator of knowledge exchange
 - inclusive and respectful of others, regardless of demographic characteristics, including origin, title, religion, gender identity, race, age, political affiliation, economic status, or level of education

Resource and Partnership Development Responsibilities

- Identifies and develops partnership opportunities for advocacy, meetings, events, funding, and programmatic activities



- Develops and maintains working relationships with relevant international organizations; corporate representatives; political leaders; educators, researchers and practitioners, and potential and current donors
- Identifies and cultivates potential donors, develops long- and short-term strategies for raising funds, and develops strategies for Board members to participate in solicitations
- Seeks sustainable revenue streams linked to GCNF's strategic priorities and mission

Financial and Program Oversight Responsibilities

- Directs the GCNF programs and provides technical assistance when needed
- Develops and recommends to the Board financial goals and the GCNF budget
- Ensures GCNF complies with all legal/financial requirements of the Foundation
- Is familiar with and follows good management and governance practices

Human Resources Management Responsibilities

- Manages hiring, evaluating, training, mentoring/coaching and terminating GCNF staff
- Manages identifying, contracting, and terminating GCNF consultants and volunteers
- Provides reports, analysis, and updates to the Board

Qualifications:

- Must be a citizen of the United States
- Bachelor's degree with a strong preference for a Master's Degree or the equivalent in professional experience
- Five+ years' experience at an executive or a senior level with four+ years in staff and financial management, including resource mobilization
- (Preferred) working level skills in a foreign language and multicultural experience or background

Specific experience:

- Knowledge of international food programs, child nutrition, and/or Sustainable Development Goals
- (Desired) Understanding of the role of school feeding stakeholders (e.g. governments, private sector, NGOs, UN and other development agencies, academic institutions) in the development and support of school meal programs
- Strong network with stakeholders relevant to school meal programs, food security, and nutrition
- Demonstrated experience in fund development, advocacy, grant/proposal writing, and other fundraising activities
- Familiarity with foundation governance and management best practices
- Experience building coalitions and alliance with other organizations to share costs and pursue common goals in areas of mutual interest

Competencies:

- Demonstrated skills in program or project management such as planning, staff and budget management, customer/funder service, reporting and evaluating
- Demonstrated skills working with volunteer Boards to develop policy, administer governance requirements and raising funds
- Demonstrated interpersonal skills in teamwork, collaboration and consensus building to achieve results
- Highly developed communication skills, including professional writing and editing and verbal and presentation skills for a variety of internal and external audiences
- Demonstrated ability to be flexible and adapt to organizational change
- Understanding of equitable development practices



- Ability to function well in unfamiliar contexts and within other cultures and climates, and in resource-poor conditions

Position Relationships:

- Internal:
 - Interacts almost daily with GCNF staff
 - Communicates on a regular basis with Board to ensure members are well informed on Foundation activities and actions
- External:
 - Identifies and develops working relationship with international leaders and spokespersons on childhood hunger and school meals programs, with NGOs and allied organizations; political leaders; and educators, researchers, and practitioners regarding support for and/or participation in GCNF programs
 - Establishes relations with current and potential governments, corporate, and foundation funding sources for GCNF programs
- Supervision Received:
 - Reports to the President and the Board of Directors who provide ongoing oversight, consultation and guidance as needed.
- Supervisory Responsibilities:
 - Supervises and directs staff, consultants, temporary employees, volunteers, and interns

Other Factors for Consideration:

- The GCNF culture is people-oriented, team-oriented, family friendly, flexible re work situations, inclusive and multicultural, and prioritizes learning and professional development
- Full-time position requiring occasional evening and weekend work
- Requires U.S. and international travel, conditions permitting
- Salary: \$110,000 to \$130,000, plus benefits
- Benefits: health, dental, vision and life insurance; retirement plan; paid time off
- Applications will be reviewed beginning in mid-August and continue through mid-September
 - Semifinalists will be interviewed in late September, with finalists interviewed in early October, 2020
 - Desired start date is between mid-November and early December 2020

To be considered, please submit a cover letter and resume/CV to Rebecca Ward at rebecca@gcnf.org. When applying, please indicate how you learned of this opportunity.