



## Vice President of Programs

### **ABOUT VIRGINIA G. PIPER CHARITABLE TRUST – THE MISSION**

Honoring the legacy of Virginia Galvin Piper, Virginia G. Piper Charitable Trust supports organizations that enrich health, well-being, and opportunity for the people of Maricopa County, Arizona. The Trust concentrates its efforts in six areas: Arts and Culture, Children, Education, Healthcare and Medical Research, Older Adults, and Religious Organizations. Learn more at: [www.pipertrust.org](http://www.pipertrust.org).

Established in 1999, the Trust is located in Phoenix, Arizona and has assets of more than \$550 million and currently a staff of 20.

### **THE OPPORTUNITY**

Virginia G. Piper Charitable Trust seeks a passionate, collaborative, and process-driven leader to ensure the effective implementation of all programming and serve as a thought partner to help strengthen and build resilient communities and foster broad social impact.

As an officer of the Trust, the Vice President of Programs is a critical member of the senior leadership team who plays a pivotal role in the fiscal and program success of the foundation. The position supports the President and CEO in presenting strategic funding opportunities to the Board of Trustees, which entails making challenging decisions about the foundation's priorities, investment strategies, program architecture, and strategic alignment with other partners serving Maricopa County and the State of Arizona. The Vice President of Programs leverages resources and supports the Trust's efforts to build a strong, resilient community through cross-sector collaboration that helps communities evolve and overcome economic, social, and/or environmental vulnerabilities.



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### **RESPONSIBILITIES AND PRIORITIES**

#### **General**

- Provide internal leadership to advise and support the President and CEO.
- Work collaboratively with the senior leadership team to integrate cross-functional activities and areas of responsibility.
- Serve as a partner with other Trust staff in developing and maintaining an open, supportive, and inquisitive environment of close collaboration.
- Foster an appreciation and culture of continuous learning and drive process and program improvements that incorporate knowledge gained through rigorous inquiry, measurement, evaluation, and monitoring of the Trust's work.

#### **Strategic Leadership**

- Develop programming, grantmaking, and grant management strategies and systems that are effective and aligned with the foundation's mission and ensure that such strategies are successfully implemented.
- Facilitate, plan, design, and implement new community initiatives to further the Trust's mission, aspirations, and strategic priorities.
- Lead the performance-based and outcome-based initiatives introduced by the Trust.
- Operationalize strategies to improve the Trust's work based on lessons learned.
- Be a trusted, influential, and collaborative leader who partners effectively with internal and external stakeholders and advances cross-sector relations to leverage the Trust's resources to best meet the needs of the community.
- Serve as a credible, articulate spokesperson for the foundation's work and represent the Trust in external meetings.

#### **Program and Strategic Learning Management**

- Attract, develop, coach, and retain high-performance team members, empowering them to elevate their level of responsibility, span of control, and performance.
- Ensure ongoing programmatic excellence.
- Assist the Director of Strategic Learning in capturing, analyzing, and interpreting assessment results, evaluations, and other indicators used in the formation of organizational efforts, processes, and grantmaking strategies.
- Build a knowledge base in the strategic areas of the Trust's work and proactively seek knowledge that best serves the community.
- Keep abreast of trends in philanthropy and changes in areas of interest to the Trust's work, as well as program advancements and state-of-the-art practices.



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- Provide information and technical assistance for staff and/or others in the analysis and interpretation of information, assessment results, evaluations, and other indicators used in formation of organizational efforts, processes, and grantmaking strategies.
- Identify and utilize advisors to provide expertise and technical guidance to the Trust's program and strategic learning work, as well as oversee and ensure the quality of grants and contracts.
- Ensure that key project outcomes are leveraged for maximum community and organizational impact.
- Support an organizational learning agenda that helps advance the Trust's mission, practices, and results.

### **Knowledge Management/Achieving Impact**

- Implement a strong strategic learning agenda and an impact planning perspective to all strategy development, initiative reviews, and grant application discussions.
- Provide technical assistance and support to grantees to help strengthen their capacity and resilience focus.
- Work with the Director of Grants Management and the Director of Strategic Learning to devise appropriate knowledge management platforms and performance monitoring dashboards.
- Summarize and report impact of grants on recipients and communities and impact of aggregate grants against overall program goals.

### **Sharing Knowledge**

- Work with Director of Communications & External Relations to identify and report on learnings relevant to the Trust's work including program and initiative results and impacts, internally and externally, to the broader community.
- Work with the Director of Strategic Learning and program staff to develop strategies to disseminate impacts from the Trust's investments.
- Disseminate results about initiative and grant outcomes and lessons learned to the Board, external partners, and the broader community as appropriate.
- Work collaboratively with internal and external partners, providing exposure for program impacts in a variety of communication channels.

### **QUALIFICATIONS AND EXPERIENCE**

Advanced degree and work history and a preferred minimum of 10 years of direct experience in program design and implementation. Experience working in philanthropic, nonprofit, or public systems is a plus.



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### The successful candidate must demonstrate:

- A deep commitment to the mission and values of Piper Trust.
- Qualities of a servant leader.
- Creative, strategic, and visionary leadership that challenges the status quo and encourages new ideas and experimentation.
- Desire to continuously learn and embrace new strategies to improve programs and initiatives while building on what works.
- Ability to work effectively with a variety of constituencies, manage multiple tasks simultaneously, and thrive in a complex environment with multiple priorities.
- Accurate and current knowledge about trends, movements, and social impact work to stimulate appropriate strategic investments.
- Strong team orientation and ability to work collaboratively and effectively with peers in joint and shared efforts.
- High tolerance for ambiguity and the ability to adapt quickly to change.
- Effective project management skills and capacity to perform effectively under pressure when faced with multiple time-sensitive priorities.
- Excellent writing and public speaking, including the ability to clearly communicate to a wide range of audiences in a credible and influential way.
- Excellent judgement; impeccable integrity and quality standards.
- Ability to meet deadlines within designated timeframes and demonstrated resourcefulness in setting priorities.
- Strong organizational skills and ability to effectively supervise others.
- Commitment to pursuing professional development opportunities; continuously build knowledge and skills.

### MISCELLANEOUS

The Vice President of Programs is a professional, full-time, exempt position reporting to the President and CEO. The Vice President of Programs oversees the Trust's program and strategic learning staff. Salary is competitive and commensurate with experience. The Trust also provides a comprehensive health benefits and retirement package. A pre-employment background check is conducted by the Trust, and a 90-day introductory period is observed for all positions.

### HOW TO APPLY

*E-mail a cover letter and résumé to Paul Spivey at [PiperTrust@PhillipsOppenheim.com](mailto:PiperTrust@PhillipsOppenheim.com).*

*To recommend an individual for this position, e-mail the name and contact information of the individual to Paul Spivey at [PiperTrust@PhillipsOppenheim.com](mailto:PiperTrust@PhillipsOppenheim.com).*

Virginia G. Piper Charitable Trust  
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