



## VICE PRESIDENT OF PROGRAMS

Spokane, WA

### About Empire Health Foundation

*Empire Health Foundation, a 501(c)(3) nonprofit foundation, was founded in 2008 through the sale of Deaconess Hospital and Valley Medical Center. We believe health is a fundamental human right and boldly advance health equity in eastern Washington. Through a collaborative approach to philanthropy, we center community voice, knowledge, and experience in our actions. We prioritize deep relationships with our communities, confronting systems of poverty and racism, while pursuing innovative solutions to improve health and quality of life.*

*Our core values of community, integrity, trust, compassion, and unconditional love guide our work. We address equity by investing in sustainable systems change that results in healthier, more vibrant communities for all.*

**Empire Health Foundation now invites applications for a Vice President of Programs** to join its team.

### Job Summary

The Vice President of Programs (VPP) is responsible for the visioning, development and implementation of programmatic strategies designed to advance the Foundation's mission, values and vision. With a program budget of \$4.6M per year and a Program team of five staff, this person oversees the Foundation's overall program operations including budget authority, external relations with community partners and third-party funders, measurement and evaluation and grants/knowledge management.

The Vice President of Programs is a member of an EHF Leadership Team who is committed to a holistic understanding that true health comes from within communities, from thriving families, strong social networks, and from a deeper kind of healing. This healing must address historical injustices and persistent inequities that lead to substantial and sustainable change that draws from cultural strengths of the communities we serve.

In partnership with the Foundation President, organizational leadership, and the EHF Board, the Vice President of Programs leads the implementation of the Foundation's Equity Healing Framework which centers our work around the expressed needs and desires of the unique communities that make up EHF's seven county, three Tribal reservation service area. In this capacity, the VPP guides a relational, community-driven approach to grantmaking that emphasizes listening deeply, building connections, transforming barriers, lifting up opportunities and increasing momentum that supports thriving and healing.

### Essential Job Functions

- Oversee a grantmaking budget of \$3M/year including EHF and third party-funded grants, as well as a department operating budget
- Lead a Program team which will reach six staff members by year-end 2022, and a team of contractors

- In partnership with EHF's president and the Strategies, Policy and Communication Committee, identify, build and implement multi-year strategic grantmaking priorities that support the Equity Healing Framework and advance the Foundation's mission, vision and values
- Lead the design and implementation of a grant and knowledge management system, including guiding training for program team and other applicable staff and consultants
- Build and enhance relationships with community partners and external funders, holding space for idea generation, strategic planning and creative solution-making
- Represent the Foundation to a broad range of decision-makers and partners including grantees, community leaders, business leaders, government officials, affinity groups and other collaborators across the region and state
- Guide the development, implementation and workings of a community-centered learning, evaluation, and data strategy that supports self-evaluation, surfaces invisible value, shortens feedback loops, and measures for meaning
- As part of the EHF Leadership Team, support board governance and learning activities to cultivate meaningful board engagement, including co-staffing the Board Strategies, Communications, & Policy Committee to ensure Board level guidance, instruction and partnership on grantmaking, policy and advocacy and communications strategies
- Produce strategy memos, briefs, reports and presentations in a variety of formats to engage a broad range of constituents (e.g. board members, community leaders, grantees, allied funders), and mentor staff to do the same
- Lead the dissemination of learning and analysis from current and prospective community partners, producing reports and presentations that deepen understanding of the Foundation's impact and strategies among staff, board, community partners and other audiences
- Manage streamlined work planning systems, cross-team timelines and budgets, and communication of outcomes and learning to ensure team cohesion and opportunities for integrated strategic approach to community-centered engagement
- Ensure grants and knowledge management systems work in partnership with the program team, community partners/grantees, and across the organization to maximize opportunities for efficiency, learning, data visualization and communication

## Qualifications

### Work Experience

- At least 10 years of executive leadership experience in the nonprofit sector or leadership roles in government or corporate environments
- At least 5 years of experience supporting, managing, or reporting to boards of directors
- Demonstrated experience envisioning, developing, and implementing grantmaking, convening and grantee-support strategies to achieve defined outcomes, including at least 5 years actively managing grants and contributions from the donor/funder perspective
- Experience overseeing multiple, connected and simultaneous grantmaking and program portfolios

### Skills & Abilities

- Demonstrated success cultivating talent and leading teams
- A deep commitment to equity and social justice, strong alignment with the Foundation's

organizational mission and values, and the ability to integrate this commitment and alignment into daily activity

- Demonstrated ability to cultivate relationships and work effectively and respectfully with politically, ideologically, culturally and geographically diverse people and communities
- Knowledge of, and experience working with, the communities in eastern Washington who are most impacted by structural inequities
- Excellent project management and organizational skills with demonstrated success managing multiple projects and priorities in a team-based environment
- Demonstrated success collaborating with Black, Indigenous, LatinX and other People of Color, Tribes, LGBTQIA2S+ and rural disadvantaged communities
- An understanding of the foundational role that racism, ableism, sexism and other forms of bias and oppression play in perpetuating inequity
- Humility and curiosity, and an understanding of how these qualities are connected to success in this role
- Demonstrated capacity for self-reflection
- Strong verbal, non-verbal and written communication skills combined with the ability to listen deeply and authentically
- Ability to participate in meetings and events outside of core business hours

### Starting Salary

\$141,598 - \$166,586

### To Apply

Candidates may submit their cover letter and resume to Rebecca Johnston at [rebeccaj@empirehealthfoundation.org](mailto:rebeccaj@empirehealthfoundation.org).

EHF serves a diverse community and encourages applications from qualified individuals who reflect the growing diversity that enriches Spokane and the surrounding counties.

Empire Health Foundation is an EEO employer.