

## **Director: Programs and Strategic Initiatives**

### **Position Scope and Responsibility**

#### **Summary:**

Overall leadership in developing, implementing and supporting the Foundation's solution-focused, youth-driven and result-oriented granting strategy.

The Director is a highly motivated individual who has the vision and passion to work with a wide range of partners throughout Ontario in developing and implementing strategies and approaches. The Director will be responsible for the thoughtful execution of the annual grantmaking plans by providing overall leadership of a diverse granting portfolio and grants management process. The Director will also spearhead the development of organizational capacity to identify investment approaches to improve the outcomes for youth.

#### **The Candidate:**

The Director is a system's change thinker, a highly motivated individual who has an established track record of success in designing, implementing and evaluating granting portfolios. The Director is guided by the belief that young people have a lot to contribute to solving some of society's most complex challenges; our vision is a society in which all young people have the opportunity to achieve their full potential.

The ideal candidate has deep roots in and demonstrated knowledge working with diverse communities including Indigenous Peoples, racialized communities and other groups who have been marginalized by various structures and systems, specifically the justice, education and child welfare systems. The candidate has the vision to support young people impacted by the three systems to become healthy and engaged by investing in innovative ideas, convening interested parties, advocating for systems change and sharing learning across the sector.

#### **Duties and Responsibilities:**

The Director works together with the Executive Director, Program, Policy and Grants staff to manage, support and monitor grants in the Foundation's selected program areas. The position leads the development, implementation and management of pro-active initiatives, and evaluates the results of grants and their success in meeting the objectives of the Foundation.

The Director establishes and maintains effective professional working relationships with co-workers, the Board, Advisors, Committee members, Grant Seekers and Grantees, sector colleagues and the public.

## **JOB PROFILE**

### ***Program***

1. Leads granting programs in accordance with the approved strategic plan and operational framework.
2. Works collaboratively with the Executive Director to support their leadership of the overarching strategic framework and the strategic program creation.
3. Works collaboratively with Program and Grant Managers to strengthen program management and outcomes.
4. Works Collaboratively with Policy Manager to identify trends, systems barriers and policy development opportunities from grantee perspectives.
5. Leads the learning and evaluation process of grants performance.
6. Convenes grantees, prepares and publishes key insights, learnings and emerging trends from the portfolio of grantees, together with the Program and Grant Managers.

### ***Grantmaking***

7. Leads the grantmaking process of all funding programs to ensure quality and timeless throughout all phases: communications, protocols, inquiries application, review, approval/decline, granting agreements, monitoring and reporting according to the established granting priorities and guidelines.
8. Manages and mentors program and grants staff.
9. Develops processes to improve the Foundation's grant management systems, records and overall granting administration.
10. Facilitate the participation of volunteer advisors in the grant review process and the participation of experts in program development and reviews.
11. In close coordination with Program and Grant Manager, develop grants summaries and prepares closed grants reports.
12. Continuous learning on Foundation-related programs
13. Leads the timely communication of programs and grantmaking priorities, opportunities, processes, grants awards and outcomes to the Foundation's various audiences including the Board, grantees, Members, Advisors, and others as appropriate.

### ***Additional Roles and Responsibilities***

14. Represents the Laidlaw Foundation in the community
15. Prepares learning opportunities for staff, Board, Grantees on current and emerging trends and opportunities for innovation relevant to the Foundation's programs and grantmaking priorities.

## **JOB PROFILE**

16. Manages special projects associated with the position according to the evolving needs of the Foundation as identified by the Executive Director.
17. Works with colleagues in the sector to advance philanthropy.
18. Pursues personal development of skills and knowledge necessary for the effective performance of the job.

## **Qualifications**

The successful candidate will bring not only knowledge of program development, partnership and grantmaking but also demonstrate a sophisticated understanding of the multiple perspectives around strategic direction, granting priorities and system issues. The candidate has a leadership level experience of innovative programs and the grantmaking cycle or similar work experience. He or she will have an interest in and knowledge of the Justice system, public education landscape, child welfare system including knowledge of key issues such as institutional and system transformation at the Provincial and Federal levels.

The candidate brings at least 7-10 years prior experience in the not-for-profit sector with direct experience in people management, program and grants management, community development, planning, convening and research that inform both the policy and advocacy worlds, along with respect for and experience of how policies are implemented. She or he have led or built campaigns and understands the components of successful granting practices. We also seek an individual with demonstrated ability to reason through complex issues and contribute to our ongoing strategy development. A facilitative style and effective communication skills to work with a range of groups, and individuals and build effective, long-term relationships based on trust and openness. Strong research and analytical skills

## **Application Process:**

Please send your resume and cover letter to [jaliweiwi@laidlawfdn.org](mailto:jaliweiwi@laidlawfdn.org) by May 27, 2019.

**The Laidlaw Foundation**, established in 1949, is a private philanthropic organization focused on the public interest. The Foundation's mission is to support young people impacted by the criminal justice, education and child welfare systems to become healthy and engaged by investing in innovative ideas, convening interested parties, advocating for systems change, and sharing learning across the sector. For more information on the current work of the foundation please visit our website at [www.laidlawfdn.org](http://www.laidlawfdn.org)