

Maine Development Foundation (MDF) is seeking a **Vice President for Program Impact**.

The newly created role of Vice President for Program Impact (VP) will work closely with and report to the President/CEO to oversee delivery of MDF's current programs and develop future strategic initiatives in a time of dynamic opportunity and growth for the organization. The VP will be part of a new MDF leadership team with recruiting underway concurrently for leaders for administration & finance and stakeholder engagement & communications respectively.

MDF provides leadership, trusted research, and creative cross-sector partnerships to enable Maine business, community, and policy leaders to drive Maine's long-term economic growth. Created in statute in 1978, MDF is a private, non-profit, non-partisan membership organization working with leaders statewide for sustainable growth. Our signature programs include *Measures of Growth* for the Maine Economic Growth Council, Leadership Maine, Policy Leaders Academy for the Maine Legislature, Next Step Maine, the Forest Economy Project, and the Maine Downtown Center. More information is available at [www.mdf.org](http://www.mdf.org)

**Application deadline: Monday, November 28, 2016**

Interested parties should submit cover letter, resume, and professional references via email to [lroring@mdf.org](mailto:lroring@mdf.org). The subject line should read: *Job Search-Vice-President*

Inquiries can be made in confidence to the same address. The posting will remain open until filled. Qualified applicants may be contacted on a rolling basis prior to the deadline.

### **Maine Development Foundation Vice President**

The VP position has substantial internal and external responsibilities, with a primary focus on the strategic integration, leadership, and operational execution within and among existing programs and future strategic initiatives; leadership and development of program staff; and design and implementation of annual operating plans and program budgets – while partnering with the CEO on overall strategy development, and maintenance and development of new initiatives, partnerships, and resources.

Providing a strong day-to-day leadership presence inside the organization, this position will:

- Provide leadership and oversight for MDF's program and project operations, including the design, development, delivery, and evaluation of MDF's programmatic strategies, policies, and program activities
- Lead and coach a core team of 6-8 staff and consultants including program directors, project managers, program support providers, and consultants
- Serve on senior leadership team and assist President/CEO in strategic planning, budget and resource development, and oversight and board engagement
- Lead process to develop and oversee implementation of annual program plan, program budgets, outcomes reporting, and evaluation of progress toward strategic goals as well as driving initiatives that contribute to long-term operational excellence

- Identify opportunities for MDF to leverage cross-program strengths to best position organization for growth and sustainability
- Cultivate the values of MDF within the organization. Promote a culture of high performance and continuous improvement that values learning and a commitment to quality
- Work closely with President/CEO and others to communicate the impact of MDF's work to current and prospective members, sponsors, and funders
- Build and maintain strategic partnerships with public, private, nonprofit, philanthropic, and community organizations and leaders throughout Maine
- Develop and maintain grant strategies and relationships with key funders

### **Profile of successful candidate:**

- Understanding of, passion for, and commitment to the mission and goals of MDF demonstrated through professional involvement and personal values
- Outstanding planning and organizational skills, with the ability to think strategically in the design and execution of projects, handle a variety of constituencies, and thrive in a complex environment with multiple priorities
- Action-oriented, entrepreneurial, adaptable, pragmatic, and innovative
- A relationship builder, with exceptional interpersonal skills and the ability to interact collaboratively and effectively with diverse people at all levels of organizations
- Excellence in organizational management with the ability to lead a diverse team, coach staff, manage multiple projects, and develop high-performance teams
- A team-builder with a commitment to a collegial work environment and proven record of managing, motivating, and mentoring a team of professionals to achieve positive outcomes
- Strong negotiation and facilitation skills with the ability to convene and facilitate meetings with business, government, foundation leaders, and community groups
- Exceptional analytical and written and verbal communication skills, to include ability to present to groups and to translate high-level policy research to broader audience
- Calm, consistent, effective, and trusted communicator
- Reputation for integrity and sound judgment
- Knowledge of Maine, its communities, and its people a plus
- Work experience imparting a general understanding of MDF program areas and the dynamics, culture, financing, policies, and/or politics of economic and community development strategy is a plus

### **Required background and compensation:**

Bachelor's degree with minimum of ten years' progressive experience, including a minimum of five years' experience managing and coaching high-performing personnel and projects. Successful applicants can come from any sector or discipline, whether for-profit, non-profit, philanthropy, public policy, or other relevant to the work of MDF and the position profile.

It is anticipated the position will be compensated at a salary between the high 70s and the high 90s based on experience and market forces.