

WELLSPRING PHILANTHROPIC FUND

DEPUTY VICE PRESIDENT OF PROGRAMS FOR STRATEGY, MONITORING & LEARNING

www.wpfund.org

The Organization:

Wellspring Philanthropic Fund is a private grant making foundation dedicated to advancing the realization of human rights and the effective advancement of social justice for all people. We ground our work in our respect for the inherent worth and dignity of every person, and we prioritize the advancement of racial, gender, and economic justice across our programs. Through domestic and international grant making, Wellspring strives to cultivate accountable social systems and structures that uphold human dignity, strengthen agency, and advance equity for all people, and to contribute to making real change that matters. As responsible stewards, we strive to maximize the impact of our charitable investments and make a tangible difference in shifting conditions that materially affect people's lives. Wellspring has offices in New York, NY and Washington, DC.

The Role:

Location: New York, New York
This role is expected to work from the WPF NY office on a hybrid schedule. Staff are required to be fully vaccinated and to work from the office Tuesday to Thursday and have the option to work remotely Monday and Friday.

Reports to: Vice President, Programs

Position Summary:

The Deputy Vice President of Programs for Strategy, Monitoring and Learning (DVPP) will report to the Vice President of Programs (VPP), serving as a trusted thought partner on the strategy development and implementation, grant making effectiveness, cross-programmatic learning, and management of the program teams.

Key to this role is working with the VPP on developing and analyzing key indicators of success and outcomes, and the partnership with the Director of Evaluation. The DVPP will foster collaborative relationships with Program Directors and their teams, functioning as a thought partner and problem solver.

This leader will help manage the competing priorities of the day-to-day operations of the program work and act on behalf of the VPP as necessary. They will develop collaborative relationships with, and function as a liaison to, stakeholders across the organization. The DVPP will demonstrate a strong acumen for evaluation, research and monitoring, collaboration, and people management.

Key Responsibilities:

Working closely with the VPP, the DVPP will be responsible for the following:

Strategy

- Lead, manage, and direct program monitoring and incorporate learning and evaluation data into effective grant making practice, strategy implementation, and strategy adaptation; support and guide the program teams in a periodic process of strategic reflection and refinement.
- Ensure timely refinement of the program strategies based on rigorous and credible evidence and analyses.
- Implement “on-strategy” grant making according to evidence-based program strategies (and any subsequent refinements), including as part of pre-award due diligence.
- Monitor opportunistic or response grant making which is out-of-strategy.

Program Monitoring

- Support program staff in identifying and developing key indicators that demonstrate what our strategy seeks to impact as well as larger social and political trends.
- Support program staff in strengthening their fluency in using various forms of data, both quantitative and qualitative, to identify trends and demonstrate effective due diligence.
- Identify and elevate program needs and perspectives in the development and refinement of the monitoring process.

Learning

- Work collaboratively to develop the program specific as well as the cross-programmatic learning plans.
- Set, maintain, and update the learning agenda, identifying and curating spaces and resources for cross-programmatic learning, with a focus on (a) grant making practice, (b) elements of effective systems change, and (c) identifying and responding to external developments that affect work across programs.
- Engage external experts, particularly to assess and examine grant making eco-systems and foster a culture for questioning assumptions and relying on empirical data.
- Identify recurring or cross-cutting learning questions and themes from discussions with/within/among the program teams and elevate them for cross-program discussions.
- Ensure that timely and meaningful research and evidence are generated to support grant making, program strategies, and the cross-program learning agenda.

Data Governance

- In collaboration with the Data Strategy and Analysis Officer and the Director of Evaluation, develop program policy and practice around effective coding of grant making, analyze findings, and develop systems and processes to effectively share learnings.

Grant Making Effectiveness

- Develop policy and practice around good grant making practice and provide support for ongoing learning on the topic.

Collaboration with Wellspring's Evaluation Team

- Ensure effective and proactive coordination and collaboration between Evaluation and Program teams.
- Promote and provide accountability for consistency across the Programs and program staff on adoption and utilization of impactful evaluation practices.
- Ensure monitoring, evaluation, and learning activities are aligned with the programmatic needs and organizational goals.
- Collaborate with the Director of Evaluation to ensure adequate budgeting to meet Program needs for monitoring, evaluation and learning.
- Work with the Director of Evaluation on ensuring relevant research results are incorporated into the foundation's monitoring, evaluation, and learning processes.
- Lead annual reflections with the program staff and ensure that outcomes of annual reflections are documented, with support from the evaluation staff.

Project Management, Communication, and Collaboration

- Serve as a key advisor to the VPP and work closely to facilitate fluid, cross-organizational planning and communication.
- Develop and maintain close, collaborative, and effective working relationships with colleagues and grantees.
- Thrive in this dynamic role by enhancing existing relationships, structures, and processes.
- Maintain a critical eye to ways the VPP's time can be best utilized by formally and informally assessing systems in place and provide research, analysis, and recommendations to support the VPP's goals, objectives, and decision-making.
- Support the VPP and Program Teams in follow up from "critical path" meetings (e.g., of the Program Management Team or with grantees, donors, and Executive Leadership.) Monitor progress towards achievement of next steps while recognizing bandwidth.
- Identify, stay abreast of, and brief the VPP promptly and with the right level of detail on high-level emerging or urgent issues and ensure a timely response.
- Prepare agendas, determine priorities, and drive the timely preparation and presentation of materials for key internal meetings. Prepare and present materials, and lead discussions on strategic reflection and learnings.
- Manage other duties as assigned by the VP.

The Person:

- Minimum of 15 years of experience in the field of human rights/social justice and philanthropy fields, with at least 10 years of experience managing teams including those who also manage teams.
- Experience in developing, implementing, and refining impact-focused strategy involving systems change and/or social justice goals, including the use of both quantitative and qualitative data to drive analyses and decision-making.
- The ability to serve as a key contributor to build culture, set strategy, and ensure that all programs and program teams are operating for maximum impact.
- Excellent people and team management skills, with a strong lens for and commitment to diversity, equity, inclusion, and belonging, and the ability to provide coaching and mentorship that advances staff development.
- A leadership style that reflects respect, open-mindedness, and inclusion as well as a demonstrated ability to establish effective working relationships with colleagues and grantees of diverse backgrounds and perspectives.
- Exceptional communication and interpersonal skills as a listener and thought partner with a focus on collaboration and the ability to build strong relationships across all levels of the organization.
- An understanding of and demonstrated commitment to social justice values, including racial and gender equity as an organizational operating principle, and a commitment to continued learning on issues related to race, gender, equity, diversity, and inclusion.
- Superior analytic skills and the ability to identify and extract critical information for communication externally with advocates, funders, and other stakeholders, as well as within Wellspring, including donors.
- Strong commitment to and proficiency with measurement, evaluation, and learning.
- Strong financial and management acumen.
- Demonstrated ability to handle complex situations and competing priorities, balancing long-term priorities with the urgency of immediate demands.
- Exceptional strategic thinking, project management, and problem-solving skills.
- Interpersonal savvy and organizational agility; ability to influence up, down, and across.
- Ability to exercise sound judgment with unquestionable ethics and integrity and the ability to demonstrate grace under pressure.
- Ability to travel domestically and internationally frequently (25%).
- Ability to handle confidential donor information with complete discretion.
- Understanding and embodiment of Wellspring values, including humility and teamwork.

Limitations And Disclaimer:

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position. The team member may be required to perform duties outside of their normal responsibilities from time to time, as needed.

Wellspring's Institutional Culture of Respect, Equity, Inclusion and Belonging:

Wellspring Philanthropic Fund believes we are strengthened by the diversity of our staff, and welcomes such diversity including race, gender identity or expression, educational attainment, disability, veteran status, and personal experience with the criminal justice system. We welcome applications from people of all cultures, backgrounds, and experiences, and we strongly encourage people of color and persons with disabilities to apply. We actively cultivate an institutional culture that reflects the values of respect, equity and inclusion that we seek through our work to amplify in the larger world.

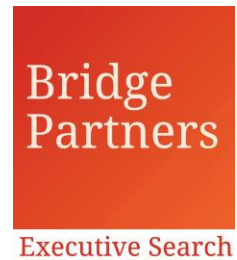
Wellspring hires, promotes, and retains employees based on their professional qualifications, demonstrated abilities and work performance, as well as the degree to which these qualities are required in the employment positions made available by the Foundations' service needs and business requirements. All personnel decisions, including but not limited to recruitment, hiring, compensation, assignment, training, promotion, discipline and discharge, are made without discrimination based on any protected characteristic as defined by law (e.g., race, color, religion, national origin, citizenship, ancestry, age, disability, gender identity or expression, sex, pregnancy, sexual orientation, marital or familial status, domestic partner status, veteran or military status, domestic violence victim/survivor status, height, weight, genetic predisposition or carrier status, and prior arrest or criminal conviction records, as well as educational attainment.)

Compensation And Benefits:

Salary range of \$365,000 - \$385,000 commensurate with experience.

Wellspring offers a very generous benefits package including payment of 100% of the health insurance premiums for employees (and 80% of the premiums for spouses, domestic partners and qualified family members). Wellspring also offers other benefits including life insurance, long-term disability protection, a group 401(k) retirement plan (with an employer contribution), support for continuing education and student loan repayment, and is committed to providing transgender-inclusive healthcare.

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To apply, please contact:

Tory Clarke
Partner, Bridge Partners
tory.clarke@bridgepartnersllc.com

Your application should include the following information in PDF format:

A current resumé
A thoughtful cover letter
Your salary requirements

If we can make the application process easier through accommodation, please let us know.

All applicants must be legally eligible to work in the United States at the time of hire to be considered for this position.

Applications will be considered on a rolling basis, we encourage you to submit your interest as soon as possible.