



POSITION DESCRIPTION

DIRECTOR OF SPECIAL INITIATIVES

ROLE CONCEPT:

Reporting to the Vice President of Programs, the Director of Special Initiatives is the day to day leader of the Trust's two signature initiatives – Healthy Places NC and Great Expectations. In that role, the Director oversees strategic implementation, external partner management and operational decisions as they impact the goals and outcomes of the initiatives. In addition, the Director works closely in framing and defining the evaluation needs for each effort. Importantly, the Director leads the joining where advisable of the strategic learnings and efficiencies between the two initiatives.

Specific areas of responsibility and action include:

- Operationalizes, adapts and improves Healthy Places NC and Great Expectations theory and strategy
- Oversees grant making strategy and works with Program staff to ensure consistent implementation
- Functions as the programmatic lead for all Direct Charitable Activity relationships
- Functions as the programmatic lead for the relationships with the two Regional Support Organizations
- Functions as the internal staff lead for all program staff coaching and operational processes related to the two initiatives
- Functions as the lead internal communicator regarding the initiatives and as external communicator in collaboration with President and Director of Communications
- Works actively with partners and staff to manage grantee and community learning events
- Works closely with internal and external evaluation resources to ensure that data collection efforts meet the needs towards defining the Healthy Places NC and Great Expectations short and long term goals, milestones and metrics.

Qualifications

- Minimum 10 years of experience in a philanthropic environment with at least five years in initiative leadership roles comparable to Healthy Places NC and Great Expectations
- An advanced degree in relevant health, human services, policy, evaluation, education or a related field
- Experience in rural and/or early childhood program development and implementation- preferably in the southern United States or comparable environments
- Experience with the principles and methodology of program evaluation and organizational learning
- Experience co-developing new lines of work in partnership with non-profits, funders and governmental entities
- Experience in working independently and cooperative on multiple concurrent assignments
- Experience in managing consultants, contractors and other related parties

The Kate B. Reynolds Charitable Trust was established in 1947 and is now one of the largest private trusts in North Carolina. Its mission is to improve the quality of life and quality of health for the financially needy of North Carolina. The Health Care Division promotes wellness state-wide by investing in prevention and treatment. The Poor and Needy Division of the Trust responds to basic life needs and invests in solutions that improve the quality of life and health for financially needy residents of Forsyth County. Wells Fargo, serves as sole trustee.