



Vice President of Chapter Relations

Posting Date: June 30, 2021

Reports to: Chief Executive Officer

BACKGROUND

Blessings in a Backpack (Blessings) mobilizes communities, individuals, and resources to provide food on the weekends for elementary school children across America who might otherwise go hungry. Each week of the school year, Blessings and its thousands of volunteers and partners send a bag of food home with children who, during the week, are fed by the free and reduced- price meal program.

During the 2019-2020 school year, approximately 88,000 children at over 1,000 schools across the country received a bag of weekend nutrition from Blessings in a Backpack each week.

POSITION SUMMARY

Reporting to the Chief Executive Officer, the Vice President of Chapter Relations serves as a key member of the national senior leadership team. This position is responsible for development of the organization's chapter model by providing consultation and guidance to chapter leadership in all aspects of non-profit management and board governance. He or she will lead the development and implementation of chapter growth strategies, in alignment with the organization's strategic and annual operating plans. This position serves as the key liaison between the chapters and the national organization, working collaboratively within Blessings to define and implement the organization's chapter strategy. The Vice President of Chapter Relations is a critical strategic leader and provides insights and recommendations for driving growth in our chapters.

The Vice President of Chapter Relations will assess organizational effectiveness of the chapters, monitor overall financial health and progress toward achieving strategic goals, recommend actions for improvement, and ensure compliance with the organization's policies and procedures. This includes leading the identification and sharing of best practices in terms of programming, fundraising, marketing, and administrative efforts as well as communicating opportunities and resources available to support chapter goal achievement.

ESSENTIAL DUTIES AND RESPONSIBILITIES

With a focus on feeding more kids and building sustainability in Blessings' chapters, key responsibilities include:

- Ensure ongoing collaborative working relationships with the managing directors and volunteer Chapter leadership, fostering and sustaining a culture of cooperation, trust, communication, mutual support, teamwork, and integrity.
- Act in a consulting capacity, provide coaching and guidance in all aspects of chapter operations and organizational development to assist chapters in the process of capacity building and continuous improvement. Instill trust and confidence by keeping sensitive matters confidential.
- Work collaboratively within the organization, enhancing a team-oriented working environment. Foster collaboration among chapters and with the national organization to achieve strategic goals and increase connectivity across the organization.
- Monitor progress of the chapters and recommend action steps to meet organizational standards and strategic goals.

- Use Blessings strategic plan as a framework to help chapters develop or update their strategic and annual operating plans. Provide guidance throughout the entire planning process.
- Assist chapters in building and maintaining highly capable and effective boards by providing guidance on current best practices in governance.
- Promote understanding and participation in Blessings' priorities and initiatives in the chapters.
- Develop strategies for unserved markets; identify opportunities for collaborations, mergers, and consolidations.
- Participate in the development of workshop and retreat presentations and other training resources, including for boards, other volunteers, and staff as needed.

BASIC QUALIFICATIONS AND SKILLS

The ideal candidate will be a proactive leader and strategic thinker with a proven track record of business unit management, relationship building, and driving growth. Basic qualifications include:

- BA/BS Degree required in business, nonprofit management, organizational development, or related field
- Ten years+ experience in nonprofit management, governance, fundraising, or program management
- Minimum three years experience working within a nonprofit that has a chapter model
- Minimum three years managerial experience with a hands-on, collaborative workstyle in a remote work environment
- Minimum two years fundraising experience
- Experience working with nonprofit volunteer leadership
- Experience in leadership development and training
- Experience in strategic and annual planning, budgeting, and retreat facilitation
- Ability to provide chapter-level leadership coaching
- Demonstrated analytical skills, ability to think strategically
- Ability to multitask and adapt to changing circumstances in a fluid environment, while maintaining a service-oriented approach to solving challenges
- Demonstrated excellence in communications skills, both written and verbal, with strong presentation skills
- Demonstrated commitment to accountability, measuring outcomes, and a result-oriented culture
- Ability to travel 6-12 times a year for business as requested or required
- Commitment to diversity, equity, and inclusion; diplomacy; and the ability to honor confidentiality
- Passion for the mission to make an impact on the lives of food insecure children in a fast-paced, entrepreneurial environment

While the preference is that this position works from the Chicago office, this can be a remote position located in any geographic area within the country.

BENEFITS

Medical Insurance, Dental Insurance, Vision Insurance, Life Insurance, Short-Term Disability Insurance, Paid Time Off, Paid Holidays, Paid Winter Break, Summer Fridays, FSA Plan, 403(b)

Interested individuals should send cover letter and resume to carolb@blessingsinabackpack.org

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