



**POSITION ANNOUNCEMENT:
PRESIDENT & CEO**



Photo: YWFFC, Jean Melesaine





POSITION ANNOUNCEMENT: PRESIDENT & CEO

Reports To: Board of Directors

Status: Full Time, Exempt

Location: Oakland, CA

Apply By: April 22, 2022

THE FOUNDATION

Founded in 2000 by Quinn Delaney and Wayne Jordan, Akonadi Foundation's mission is to support the development of powerful social change movements to eliminate structural racism. The vision we work toward is a racially just Oakland, where young people of color have the support systems they need to thrive in schools and communities. We invest in racial justice organizing and policy advocacy that will lead to enduring systems change, with a strategic emphasis on ending the criminalization of Black youth and youth of color in Oakland and Alameda County.

In 2016, Akonadi hired its first post-founder President, Lateefah Simon, a nationally recognized advocate for civil rights and racial justice. Under Lateefah's leadership, Akonadi launched new grantmaking initiatives, increased its presence in the field and positioned itself as an effective strategic partner for philanthropy, civic leaders, and community organizations. Lateefah will continue to help steer the Foundation and support the success of the new President & CEO as a member of Akonadi's board.

With an asset size of \$45 million and an annual budget of close to \$6 million, the Foundation has given over 1,900 grants totaling \$43 million to nonprofit organizations over the last two decades. Akonadi's grantmaking has primarily supported nonprofits in the Bay Area, as well as across the country, which have centered power-building, organizing, and culture to fuel a racial justice movement. Current grant programs and partnerships include:

- [All In for Oakland](#), a five-year campaign to end the criminalization of Black youth and youth of color;
- [So Love Can Win](#), which provides small general support grants to organizers, storytellers, culture bearers and healers;
- [Belonging in Oakland: A Just City Cultural Fund](#), in collaboration with East Bay Community Foundation and the City of Oakland, supports Oakland's cultural practitioners of color to radically imagine a racially just city;
- [Integrated Voter Engagement Fund](#), which supports voter outreach in Oakland and Alameda County; and
- [California Black Freedom Fund](#), in collaboration with many philanthropic institutions, is dedicated to Black power building and organizing in California.

For more information about Akonadi, visit our [website](#).

THE OPPORTUNITY

The President & CEO of Akonadi Foundation will build on a twenty-two-year legacy of bold leadership with the opportunity to move Akonadi to the next level of impact. The culture of Akonadi is one that honors and nurtures its staff and leaders, encouraging creativity and experimentation while providing support and

resources. The President & CEO will have the opportunity to expand on the existing work and co-create the future work of the Foundation.

Akonadi seeks a fearless, respected, and caring leader who upholds the [values](#) of the organization; honors the vision of the founders; leads with love, power, and purpose; and promotes growth and excellence while still honoring team members' and partners' humanity. The ideal President & CEO will be a mentor and champion for the team and grantee partners. The President & CEO's emotional intelligence will be demonstrated in their ability to listen to, honor, and lovingly challenge the team, partners, and peers in a way that mobilizes philanthropy to think differently. The President & CEO should also bring humility, detail-orientation, curiosity, empathy, persuasiveness, and vision to the work.

Within this context, the President & CEO will support the execution of Akonadi's current strategic plan; lead planning processes for the next strategic plan; inform the development of programs; and expand the Foundation's positioning as a thought leader and catalyst for racial justice funding.

The President & CEO will lead a team of five, including two direct reports, to ensure implementation of a robust set of programs that support the racial justice movement through synergistically relating grantmaking, leadership development, communications, and leveraging of resources to further the Foundation's goals. The President & CEO will speak on behalf of the Foundation at conferences and meetings and conduct peer networking with philanthropic and civic leaders. The President & CEO will also oversee financial management and legal compliance aspects of the Foundation and partner with the Chief Strategy Officer & Vice President of Programs in implementation of programs and supervision of staff. The President & CEO will work closely with the board, including co-creating the future work of the foundation, overseeing endowment assets, and aligning strategic opportunities.

KEY ROLES AND FUNCTIONS

Leadership

- Lead Akonadi in the accomplishment of its mission and vision
- Lead periodic strategic planning processes and lead the staff team to ensure the implementation of strategic plans and programs
- Create the vision and space to ensure that Akonadi incubates new ideas to fulfill its mission
- Develop new and ongoing strategies to increase the impact of Akonadi's work in the community
- Develop and maintain key community relationships
- Collaborate effectively with the Foundation's Board

Grantmaking and Program Guidance

- Lead the development of ongoing programs in grantmaking, movement building, technical assistance, and communications and partner with the Chief Strategy Officer & Vice President of Programs and staff to ensure their implementation
- Lead the development and implementation of new or nascent programs in peer networking and evaluation
- Lead and manage the President & CEO's Fund which is a distinct fund to be used at the discretion of the President & CEO for grantmaking
- Oversee the administration of grants
- Assist with all programs, as required
- Lead strategy and planning meetings for board presentations

Financial Management and Legal Compliance

- Assure legal compliance with all applicable local, state and federal laws
- Oversee financial systems including cash flow, timely payment to vendors and grantees and maintenance of financial records
- Develop and monitor the annual budget
- Oversee auditing process internally and interact with auditor and the Audit Committee to insure implementation of auditor's recommendations
- Oversee preparation for and completion of tax filings

Staff Support

- Directly supervise the Chief Strategy Officer & Vice President of Programs and Operations Manager & Executive Assistant to the President & CEO
- Assist and support the Chief Strategy Officer & Vice President of Programs in supervision of staff, as required
- Assist and support the Chief Strategy Officer & Vice President of Programs in management of consultants, as required
- With the Chief Strategy Officer & Vice President of Programs, develop and maintain clear job descriptions for all staff
- Engage in annual staff evaluations
- Participate in staff meetings
- Interface with HR consultants and attorneys
- Assure compliance with applicable laws
- Oversee employee benefits plan implementation

External Relationship-Building

- Lead development of goals for peer engagement program to more prominently position Akonadi in the community and achieve greater impact toward our vision
- Represent Akonadi with philanthropic, civic, and other leaders
- Represent Akonadi in key partnerships and alliances
- Serve as a partner and convener to leverage resources and highlight racial justice issues
- Attend and/or present at conferences and meetings

KEY QUALIFICATIONS

- Demonstrated history supporting the development of powerful social change movements to eliminate structural racism
- Expertise in racial justice organizing and/or policy advocacy with some experience working toward ending the criminalization of Black youth and youth of color and/or organizing; arts and culture; healing; and/or voice
- Understanding of the unique culture, needs, and ecosystem in Oakland and Alameda County, or similar communities, and ability to garner respect and trust within a diverse set of local stakeholders from grantee partners to government officials
- Experience leading innovative, impactful teams with deep commitment to modeling an effective, diverse, inclusive, caring, and trust-based culture and to continually recognize, develop, and motivate talent
- History in/aptitude to support a strong and effective Board via regular meetings; opportunities for the Board to engage in strategic planning and visioning; and contributing to Board development (experience with living donors and/or a family Board is a plus)
- Progressively responsible senior leadership experience in aligned spaces including but not limited to philanthropy, justice movements, frontline community-based organizations, and the public sector
- Experience managing organizational and/or programmatic budgets with the ability to enhance Akonadi's financial management systems, including the audit and annual budget

- Experience, designing, leading, and/or significantly contributing to strategic and/or programmatic planning
- Strong communicator with the writing and oral presentation skills to and/or direct experience in representing an organization or movement and/or pushing thinking forward to support enduring systems change
- Astute collaborator with experience or know-how to partner effectively with grantees, public officials, peer funders, and media influencers in an approachable way
- Adept at analyzing, investigating, and interpreting data, issues, and situations and being able to turn information and learning into actionable insight to enhance processes and outcomes
- Experience adapting to changing circumstances, solving problems, taking calculated risks, and guiding others through ambiguity to clarity, especially in a virtual format
- Ability and willingness to travel occasionally to meetings and conferences

WORK ENVIRONMENT

The President & CEO will work in a small, friendly office environment in a historical building in downtown Oakland where each staff person assumes multiple responsibilities while striving to achieve shared goals. While performing the duties of this job, the employee is frequently required to sit for long periods while using a computer with keyboard, screen, and mouse; talk and listen on a telephone and in person; read and write; apply logic and focus attention in the presence of distractions. Limited travel is required for participation in relevant conferences, site visits and meetings. Reasonable accommodations may be made to enable individuals with disabilities to perform the job's essential functions.

COMPENSATION & BENEFITS

The competitive salary range for this role is targeted at \$350,000 to \$380,000, commensurate with the candidate's background and experience. Comprehensive benefits include health, dental and vision coverage for employees and family; disability and life insurance; a retirement benefits plan; four weeks of vacation; a holiday schedule; and sick days.

HOW TO APPLY

Akonadi Foundation is excited to partner with [Walker and Associates Consulting](#) – an Oakland-based, Black woman owned and led strategic management consulting and executive search firm meeting the unique needs of foundations and nonprofits for more than 25 years – on this search. To apply, email a cover letter, resume, and list of three references (candidates will be notified in advance of any outreach to your references) to akonadi@walkeraac.com on or before 5:00 p.m. PT on April 22, 2022. One combined PDF is preferred. Use the subject line: President & CEO.

Questions or Nominations? Contact Jeannine N. Walker, President and CEO, at jwalker@walkeraac.com.

Akonadi Foundation is an equal opportunity employer and a values-based organization with a deep commitment to building transformative culture and challenging racism, sexism, homophobia, and oppression in all its forms. People of color, working class people, differently abled people, formerly incarcerated people, LGBTQ+ people, women, trans people, and others along the gender spectrum, are strongly encouraged to apply.