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EXECUTIVE DIRECTOR Position Description

MISSION AND VISION

“The Schumann Fund for New Jersey is committed to advancing ideas and opportunities to improve the lives of vulnerable children and families. We invest in local organizations focused on strengthening families and that provide them with the supports and opportunities they need to succeed. We also support organizations and programs that address the issues of racial and economic inequity that exacerbate the problems poor families face.”

ABOUT THE SCHUMANN FUND for NEW JERSEY

Located in Montclair, the Schumann Fund for New Jersey traces its roots to the Florence and John Schumann Foundation, created in 1961. In 1988, Florence Schumann and her children created the Schumann Fund for New Jersey to continue to lifelong philanthropy of Mrs. Schumann and her husband, John. Early childhood, social service delivery within Essex County, and advancement of systemic reform in the delivery of social and educational services through policy analysis and advocacy have been the Fund’s grantmaking priorities for the past several years.

The outgoing Executive Director, Annette Strickland, began her tenure at the Fund as administrative officer in 1992. She became program and administrative officer in 1994. Executive Director Barbara Reisman was appointed in 1997 and Strickland was her obvious successor when Reisman left in 2016. Since 2016, Strickland has led the Fund with great skill, including through the economic downturn. Strickland led the board through thoughtful and complex discussion about how to navigate the financial challenge while continuing the Fund’s work and impact in communities it had served for decades. As a result, the Schumann Fund for New Jersey maintains a high level of respect and is seen as a leader throughout the state. It was the sole grantmaker in early childhood until about five years ago and was instrumental in transforming the sector statewide. Because of its leadership and work, the Fund is represented on several boards or committees of organizations such as the Council of New Jersey Grantmakers, the New Jersey Early Years Funders Collaborative, and the Essex County Model Court.

The Fund currently has three program priorities:

- Early Childhood – The Fund supports efforts to heighten the academic and social success of young children by supporting programs and policies that strengthen high-quality education and care to children from birth to eight years old.

- Essex County – The Fund supports local, direct-service programs aimed at meeting the social and educational needs of vulnerable children, youth and families that have a lasting positive influence on their lives and the broader community.
- Public Policy – The Fund supports efforts to engage the public in informed discussion of policy issues facing the State of New Jersey, particularly in the areas of racial and economic equity, education, and child welfare.

Throughout all of its work, the Fund is guided by several critical values, including:

- The Fund deeply values its relationship with its grantee partners and other key stakeholders to collectively achieve measurable outcomes.
- Attentive to changing social conditions and community needs, the Fund adopts a dynamic, comprehensive, long-term approach with an eye toward intersectionality, working to effectively address the Fund’s funding areas.
- The Schumann Fund is a champion for racial and economic equity, working to support respect for community and community voice, for community resiliency, and for community empowerment and collaboration.
- Integrity is at the core of all the Fund’s endeavors.

Despite an economic downturn that affected the philanthropic world writ-large, the Schumann Fund has rebuilt its corpus, now at approximately \$31.5 million and at its highest since 2007. Grants have totaled between \$1 million and \$1.5 million annually and leveraging collaborations with philanthropic partners has both allowed the Fund to punch well above its weight and added to its strong reputation. There are four grant cycles annually with six to 12 grants for consideration, and trustee meetings are held accordingly for funding decisions.

The six members of the Board of Trustees are fully committed to supporting the new Executive Director’s on-boarding and transition, anticipated for the first quarter of 2022. Strickland is equally committed to providing a comprehensive process of turning over the leadership helm to her successor. She and her successor will work side-by-side for the first three months when the new Executive Director will be provided every opportunity to immerse themselves*¹ in the values, relationships, operations, and other elements that make the Schumann Fund for New Jersey what it is.

THE OPPORTUNITY

The Schumann Fund for New Jersey seeks a strong, compassionate, and visionary leader with proven ability to lead and manage strategically the day-to-day operations of this values- and mission-driven organization. Reporting to a deeply committed Board of Trustees, the Executive

¹ In keeping with the Schumann Fund’s commitment to DEIA, they/them/theirs will be used

Director will be the face of the Fund; a thought leader; and the strategic partner to grantees and their communities, philanthropy peers throughout the State, and government decision-makers.

PRIORITIES AND RESPONSIBILITIES

Reporting to the Board of Directors, the Executive Director provides the overall leadership for the Fund and will:

- Understand and support the Schumann Fund’s history, mission, values, culture, programs, constituencies, and infrastructure; partner with the outgoing Executive Director and the Board of Trustees to ensure as smooth an executive leadership transition as possible.
- Establish an effective working relationship with the Board as thought partners, gaining their confidence and bringing forth their best ideas and efforts.
- Present budgets and funding dockets for Board approval and manage within the financial and programmatic parameters established by the Board; participate in the Fund’s investment meetings.
- Contribute expertise and make the best use of the Fund’s influence to promote effective partnerships to further the mission areas.
- Be a trusted, influential, and collaborative leader who partners effectively with stakeholders and others to leverage the Fund’s resources to best meet the needs of the communities it serves.
- Serve as a credible, articulate spokesperson for the Fund’s work.

IDEAL EXPERIENCE AND CHARACTERISTICS

The Executive Director is expected to bring demonstrated achievement and accomplishment as an innovative executive with responsibility for management of both human and fiscal resources. They will also have had senior-level managerial experience as a strong, compassionate visionary with proven ability to lead strategically and manage a values- and mission-driven organization. Philanthropy experience as a funder, grantee, or board member and expertise, knowledge, and/or deep interest in the content area of racial justice and equity, early childhood, Essex County, and/or social policy are a plus. Specifically, the successful candidate should have the following experience and qualifications:

- An understanding of the needs of underserved communities in the State, especially Essex County.
- A thoughtful, values-driven approach to the role of philanthropy; an ability to use the tools of philanthropy beyond grant dollars to maximize the contribution of the Fund as a catalyst for

community engagement and change; a strong track record as a motivator, collaborator, innovator, and builder of partnerships across culturally and economically diverse community groups.

- A strong leader driven by a passion to help others with dedication, enthusiasm, and a high level of energy.
- The ability to work with the mission of the Fund without being ego-driven; an individual for whom the ownership of ideas is less important than the results of the effort; the knowledge to assess risk and make prudent recommendations and decisions.
- A proven track record as an effective spokesperson who can maintain the visibility of the Fund and the work of its grantees; excellent oral and written skills.
- A visionary with the maturity, confidence, wisdom, and collaborative skills necessary to garner the trust and confidence of the Board, grantees, partners, and other stakeholders.
- Strong organizational skills and the ability to effectively supervise others.
- An ability to lead by example, bringing out the best in others; an unwavering work ethic and commitment to excellence; deep emotional intelligence to deal effectively with multiple constituencies and complex relationships across differing constituencies.
- Undergraduate degree required and advanced degree preferred.

<https://fdnweb.org/schumann/>

Equal employment opportunity and having a diverse staff are fundamental principles at the Schumann Fund, where employment and promotional opportunities are based upon individual capabilities and qualifications without regard to race, color, religion, gender, pregnancy, sexual orientation/preference, age, national origin, marital status, citizenship, disability, veteran status, or any other protected characteristic as established under law.

Salary will be negotiable and commensurate with experience.

Applications and nominations should be sent to G. Angela Henry, Executive Search Consultant, at ED4TheSchumannFund@gmail.com