



Vice President, Programs and Grants

Job Description

Reports to: CEO

FLSA Status: Full time/Exempt

Schedule: In-office, occasional evenings

Supervises: Programs and Grants Team

Position Summary

The New Hanover Community Endowment (NHCE) seeks an experienced and dynamic leader to serve as Vice President, Programs and Grants, helping to drive impactful, mission-aligned programs and grantmaking that uplift the citizens of New Hanover County. Reporting to the CEO, the Vice President is a critical member of the senior leadership team and will direct a robust Programs and Grants department with focus areas that include health and social equity, education, public safety, and community development (housing, jobs, and transportation). The Vice President will ensure NHCE's grantmaking aligns with broad community needs, advancing NHCE's transformational goals to improve residents' quality of life while fostering cross-sector partnerships and maximizing resource impact.

This role will be essential in the development and implementation of best practices for evaluating applicants, refining NHCE's grant process, and enhancing the user experience. The Vice President will also collaborate with directors of Impact, Compliance, and Research and Innovation to ensure that NHCE's initiatives remain transparent, compliant, and driven by data-informed decisions and innovative practices.

As part of NHCE's senior leadership team, the Vice President will support the CEO in scaling NHCE's reach and positioning the organization as a thought leader in tackling complex social issues locally, regionally, and nationally.



Principal Responsibilities

Strategic Leadership

- Collaborate with the senior leadership team to support the CEO, actively contributing to NHCE's strategic and operational priorities while fostering organization-wide alignment and collaboration.
- Integrate the Programs and Grants department's work across NHCE to ensure streamlined coordination, leveraging interdepartmental perspectives for comprehensive, strategic output.
- Work closely with the Chief Technology Officer to explore and develop technology-driven solutions (e.g., artificial intelligence, algorithms) that can scale NHCE's philanthropic impact, establishing NHCE as a model for tech-enabled philanthropy.
- Imagine or utilize a diverse range of philanthropic tools to maximize impact, including convening key stakeholders to foster cross-sector collaboration. Lead efforts in exploring mission-driven investments and other innovative funding methods that align NHCE's resources with its goals.
- Ensure that NHCE's philanthropic instruments are effectively integrated into grantmaking and programmatic initiatives to address critical community needs.
- Collaborate with the Vice President of Research and Impact, communications team, and other relevant stakeholders to disseminate insights and successes, helping to build capacity within NHCE's field of focus and sharing best practices to inspire impact at the local, state, and national levels.



Programs and Grants Leadership and Management

- Direct the design, implementation, and evaluation of NHCE's strategic framework, ensuring alignment with mission-driven objectives.
- Develop a portfolio of grant programs, initiatives, and investments that prioritize responsiveness, capacity building, and sustainable impact in alignment with NHCE's evolving goals.
- Build, inspire, and mentor a dedicated team of program directors, network officers, and associates to foster a culture of excellence, collaboration, and high performance across NHCE's focus areas.
- Lead cross-functional initiatives to ensure consistent communication, coordination, and innovation across departments, enabling timely decision-making and removing barriers to effective team performance.
- Oversee multiple large-scale budgets across the Programs and Grants department, ensuring financial goals align with NHCE's strategic objectives and impact goals.
- Partner with the CEO in recruiting, hiring, and evaluating team members, fostering team growth, and ensuring resources and feedback are in place to support high performance. Address underperformance through constructive feedback, guiding employees toward improvement or transition if necessary.

Internal and External Relations; Cross-Sector Collaboration

- Represent NHCE in the community, actively engaging with diverse stakeholders across sectors to identify needs and opportunities for impactful partnerships.



- Serve as primary programmatic advisor to the CEO and the Board, ensuring that the Programs and Grants department aligns with NHCE's mission and strategic goals.
- Work closely with NHCE's Community Advisory Council (CAC) to align grantmaking with community priorities, gather feedback, and maintain transparent, constructive communication within the scope of CAC's mandate.
- Build and maintain strong relationships with NHCE's grantees, government partners, community organizations, and private sector stakeholders to enhance NHCE's collaborative efforts and reputation. Convene these stakeholders to foster knowledge sharing and coordinated efforts in addressing complex social challenges.
- Collaborate with NHCE's communications team to strengthen and share NHCE's brand and story, encouraging community engagement and aligning NHCE's message with its mission-driven impact.

Administration and Systems Design; Monitoring and Evaluation

- Establish and refine structures, protocols, technology, and processes for grant solicitation, review, approval, and deployment, ensuring alignment with NHCE's organizational goals.
- Simplify the grant application process to improve accessibility, tailoring requirements to grant size and complexity, and improving the applicant experience where feasible.
- Drive innovation across NHCE, promoting a mindset of continuous improvement and encouraging the reimagination of processes for greater impact.
- Collaborate with the Vice President of Research and Impact to implement metrics that evaluate the effectiveness of grant initiatives and provide actionable insights for NHCE's evolving impact strategy.



- Ensure data-driven decision-making across program areas, fostering an environment of continual learning and evidence-based improvements.

Position Requirements and Qualifications

- Advanced degree in a relevant field or a minimum of 15 years in leadership roles in philanthropy, public policy, or related sectors.
- Extensive leadership experience across multiple sectors, including philanthropy, grantmaking, and cross-sector partnerships, with a strong background in building and leading high-performing, mission-driven teams.
- Excellent people management, emotional intelligence, and strategic communication skills, with a demonstrated ability to engage with and inspire both internal teams and external stakeholders.
- Proven ability to work effectively with advisory and governing boards, including experience aligning grantmaking with community priorities and strategic objectives.
- Experience in engaging with government, business, and community leaders across diverse socioeconomic backgrounds to align NHCE's work with stakeholder needs and priorities.
- A nuanced understanding of cultural differences and respect for social and cultural histories across communities served.
- Strong strategic, analytical, and organizational skills, with experience navigating complex challenges and fostering collaborative approaches to social issues.
- Expertise in leveraging philanthropy to drive social change, including experience using mission-related investments and other innovative funding tools.
- Commitment to community engagement and a deep understanding of societal challenges, especially those affecting New Hanover County.



- Awareness of key issues in health, education, safety, and community development and how they intersect with NHCE's strategic priorities.
- Commitment to NHCE's values, equity, and inclusion, with knowledge of grants management systems and best practices.

Application Process

The New Hanover Community Endowment provides a competitive salary and benefits package, including employer-paid health insurance, dental, vision, life insurance, and a 403b retirement plan.

Please direct applications, including a cover letter and CV, to Dan Winslow, President and CEO, New Hanover Community Endowment, at careers@nhcendowment.org.

Applications will be considered on a rolling basis until the position is filled.

The New Hanover Community Endowment values diversity and welcomes applicants of all backgrounds. Employment decisions are based on individual capabilities and qualifications, without regard to race, gender, religion, sexual orientation, age, national origin, disability, veteran status, or any other protected characteristic.