



**Charlotte Executive Director  
Charlotte, NC**

**Organization Overview:**

Founded in Boston in 2003, the GreenLight Fund helps transform the lives of children, youth and families in high-poverty urban areas by creating local infrastructure and a consistent annual process to:

- Identify critical needs
- Incubate innovative, entrepreneurial programs that can have a significant, measurable impact, and
- Galvanize local support to help programs reach and sustain impact in the new city.

In addition to Boston, the GreenLight Fund has sites in Philadelphia, the Bay Area, Cincinnati, and Detroit. Since our founding, GreenLight has launched 19 innovative organizations in our sites that, last year, reached more than 65,000 children and families with proven, life-changing programs.

To learn more about the GreenLight Fund's work, please visit <http://greenlightfund.org/>.

**Position Overview:**

To ensure successful launch and leadership, the GreenLight Fund is currently seeking a dynamic, passionate, and collaborative Executive Director to lead the launch and establishment of GreenLight Charlotte. Reporting to the GreenLight Fund National Executive Director and Co-Founder, this entrepreneurial leader will build the GreenLight Charlotte Selection Advisory Council, run the diligence and selection process to identify organizations, support expanding organizations as they launch and grow in Charlotte, steward and secure funders and other resources to support GreenLight Charlotte and its portfolio organizations, and engage a wide variety of stakeholders in this work. This is a fantastic opportunity for a results-oriented and inspiring leader to bring a proven model of growing high-performing nonprofits to Charlotte and to engage individuals and companies, from the entrepreneurial business world to private-sector investors.

**Responsibilities:**

- Recruit and manage a community-wide Selection Advisory Council to advise on Charlotte's high priority community needs, and the vetting and selection of portfolio organizations that can powerfully address them
- Represent GreenLight Charlotte externally and cultivate a network of relationships with entrepreneurs and the private-sector investor community, philanthropic partners, government officials, and nonprofit and business leaders

- Run an annual selection process to identify organizations with potential to have a significant impact on community needs, conduct rigorous diligence and deep landscape analysis on candidate organizations, and select one organization annually for GreenLight Charlotte support
- Secure critical resources, financial and otherwise, for GreenLight Charlotte and portfolio organizations, and actively and thoughtfully steward these relationships over time
- Serve as an active local board member for portfolio organizations, and play a key role in board development
- Act as a strategic thought partner to and connector for local portfolio organization Executive Directors and boards on a broad range of strategic and operational issues
- Create and manage events to launch new portfolio organizations to the Charlotte community and build awareness of and support for portfolio organizations
- Participate actively in the GreenLight network of city Executive Directors and local and national staff to share best practices, knowledge of promising social innovation, and strategies to build the network and collaborate to find and support GreenLight organizations.

**Qualifications:**

- A successful track record in entrepreneurial environments holding positions of increasing complexity and responsibility
- Demonstrated experience developing effective working relationships with people from a wide array of backgrounds, leading groups and developing talent, all with a collegial and team-building approach that puts others at ease and engenders trust
- A track record of securing financial resources from a variety of sources, building awareness of and support for important endeavors, and successfully cultivating and stewarding donors over time
- Strong analytical skills and experience with due diligence and/or grant-making processes
- Experience and relationships in the Charlotte philanthropic, nonprofit and/or business sectors, as well as knowledge of the critical social issues affecting low-income residents in the area, strongly preferred
- A demonstrated passion for GreenLight’s mission and commitment to the Charlotte community
- Superb verbal and written communication skills and the ability to represent GreenLight Charlotte and portfolio organizations in a professional, engaging and dynamic manner
- Creative, collaborative, entrepreneurial, and action-oriented with an eagerness to roll up one’s sleeves and work hands-on to grow organizations
- Familiarity with nonprofit and/or philanthropy sectors, ideally with knowledge of the social innovation world and results-oriented, evidence-based program design; Passion for and a demonstrated commitment to social entrepreneurship and social change
- Bachelor’s Degree required, with an advanced degree in business, nonprofit management, public policy, public administration or other relevant field preferred

**To Apply:**

Please submit a resume and thoughtful cover letter, outlining how your skills and experience meet the qualifications of the position and stating how you heard about this opportunity, both in Word or PDF format, to Margaret Hall, Co-Founder and National Executive Director, at the following link:

[http://commongoodcareers.force.com/careers/ts2\\_Register?jobId=a0K160000kNOvQ&tSource=](http://commongoodcareers.force.com/careers/ts2_Register?jobId=a0K160000kNOvQ&tSource=)

*The GreenLight Fund offers a competitive salary and benefits, commensurate with experience and skills.  
The GreenLight Fund is an equal opportunity employer.*

**About Commongood Careers:**

The GreenLight Fund has partnered with Commongood Careers to conduct the search for a Charlotte Executive Director. Commongood Careers is a mission-driven search firm that supports the hiring needs of high-impact nonprofits. With an approach that leverages robust talent networks, recruitment and search management expertise, and a deep understanding of our clients' missions and cultures, we help organizations secure the talent they need to create greater social impact. Since our founding in 2005, Commongood Careers has led more than 1000 searches at 350 organizations in 33 states, making us one of the most experienced and dedicated nonprofit search firms in the country. [Learn more about nonprofit job opportunities at Commongood Careers.](#)