

## ABOUT GREENLIGHT FUND

---

Founded in Boston in 2003, 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;
- Import innovative, entrepreneurial programs that can have a significant, measurable impact; and
- Galvanize local support to help programs reach and sustain impact in the city.

In addition to the founding site in Boston, GreenLight Fund now has sites in Philadelphia, the Bay Area, Cincinnati, Charlotte Detroit, and Kansas City, and is currently launching in Atlanta. Since our founding, GreenLight has launched and supported 19 innovative organizations in our sites that reached more than 70,000 children and families last year, providing them with proven, life-changing programs.

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

## THE OPPORTUNITY

---

GreenLight Fund is currently seeking a dynamic, passionate, and collaborative Executive Director to lead the launch and establishment of GreenLight Atlanta.

Reporting to GreenLight Fund's Managing Director of Sites, this entrepreneurial leader will build the GreenLight Atlanta City Selection Advisory Council, run the diligence and selection process to identify organizations, support expanding organizations as they launch and grow in Atlanta, steward and secure funders and other resources to support GreenLight Atlanta 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 Atlanta and to engage individuals and companies, from the entrepreneurial business world to private-sector investors, in meaningful community impact.

Responsibilities include, but are not limited to, the following:

- Recruit and manage a community-wide Selection Advisory Council to advise on Atlanta's high priority community needs and the vetting and selection of portfolio organizations that can powerfully address them
- Represent GreenLight Atlanta externally and cultivate a network of relationships with entrepreneurs, 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 prospective partner organizations, and select one organization annually for GreenLight Atlanta support

Atlanta Executive Director  
GreenLight Fund  
Atlanta, Georgia

- Secure critical resources, financial and otherwise, for GreenLight Atlanta and portfolio organizations, and actively and thoughtfully steward these relationships over time
- Serve as an active local board member for portfolio organizations
- 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 Atlanta 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

## CANDIDATE PROFILE

---

The Atlanta Executive Director will be an experienced, innovative, and collaborative leader with compelling presence and exceptional communication and relationship-building skills. While *no one candidate will possess every quality outlined for this position*, the successful candidate will bring many of the following professional qualifications and personal attributes:

- Authentic passion for GreenLight's mission and commitment to the Atlanta community
- 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, engenders trust, and is grounded in community needs
- 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 Atlanta philanthropic, nonprofit and/or business sectors, as well as knowledge of the critical social issues affecting low-income residents in the area
- Superb verbal and written communication skills and the ability to represent GreenLight Atlanta 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 another relevant field preferred

Atlanta Executive Director  
GreenLight Fund  
Atlanta, Georgia

## CONTACT

---

Cassie Scarano and Shavon Bell of Koya Leadership Partners have been exclusively retained for this search. To express your interest in this role, please submit materials [here](#). Materials should include a thorough resume and compelling letter of interest. All inquiries and discussions will be considered strictly confidential.

Greenlight Fund is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, and LGBT applicants.

## ABOUT KOYA LEADERSHIP PARTNERS

---

Koya Leadership Partners is a national retained executive search and human capital consulting firm that works exclusively with mission-driven organizations, institutions of higher education, and social enterprises. We deliver measurable results, finding exceptionally talented people who truly fit the unique culture of our client organizations and ensuring that organizations have the resources and strategies to support them. For more information, visit [www.koyapartners.com](http://www.koyapartners.com).