



Overview

Victoria Foundation seeks a Strategy Officer to oversee a portfolio of grants and other investments, develop strategies and manage the on-the-ground execution of Victoria Foundation's strategic goal to strengthen community power. Utilizing an equity lens, the Strategy Officer will work closely with the Newark community to identify and administer an overarching strategy that involves a variety of programmatic, communications, policy, and advocacy approaches. In addition, this position will help build, analyze, and interpret data to strengthen program strategy, foster continuous improvement and expand the Foundation's community impact. This role reports to the Vice President of Strategy, Impact, & Communications (VP).

Essential Duties/Responsibilities

- Collaborates with the Executive Officer, the VP, the broader Victoria Foundation team, and external stakeholders to strategically shape and implement a portfolio of investments to strengthen community power in Newark, while applying a racial, social, and economic equity lens.
- Builds support for the ecosystem of grassroots organizations and community organizers, including support for new leaders to enter and grow in this space.
- Helps identify and support community-based advocacy and policy campaigns on local issues and builds connectivity between local organizers and state-wide policy organizations.
- Builds collaborative and positive working relationships and effective communication channels with the Victoria team, identifying areas of synergy, developing common metrics, seeking input, and offering counsel in return.
- Provides staff support for the Strengthening Community Power Committee. This includes working with the VP and Committee Chair to set a learning agenda, present funding opportunities for consideration, and other related duties.
- Deepens current and develops new relationships with a broad range of external partners (Newark organizations, nonprofits, sister foundations, local leaders, etc.) and works collaboratively to identify strategic approaches to drive and strengthen the work.
- Continually surveys the local, regional, and national landscapes to identify emerging innovations, policy opportunities, research findings, and trends to bolster the work; organizes study trips to learn about innovative practices.
- Develops and nurtures relationships with local, regional, statewide, and national leaders and elected officials to advocate for public policies leading to equitable neighborhood development and economic improvements for Newark residents.
- Prepares funding recommendations, strategy reports, evaluation assessments, and other written materials for senior leadership and Victoria Foundation board review.

Qualifications and Experience

- At least 5 to 8 years of experience successfully working closely with residents, nonprofits, municipal government, grassroots groups, community organizers, coalitions, networks, and other local stakeholders.
- Bachelor's degree required, advanced degree preferred (open to consideration of robust and relevant work experience).

- Demonstrated experience in developing and implementing effective strategies related to community organizing and power building groups through civic capacity, movement building, and grassroots infrastructure).
- Familiarity with the philanthropic sector and desire to work within philanthropy to advance positive social change.
- Excellent writing, public speaking, meeting facilitation, agenda planning, and presentation skills.
- Ability to work well both independently and within a team, demonstrating a high degree of initiative and collaboration.
- Knowledge and practice with analyzing data, program evaluation, and developing metrics.
- Strong organizational and project management skills.

Essential Skills/Abilities

- Ability to build solid relationships on behalf of and as a representative of Victoria Foundation.
- Ability to give and receive feedback on the execution of required deliverables.
- Ability to collaborate, problem solve and influence all levels of the organization to further drive Victoria Foundation's core mission.
- Ability to resolve problems and conflict in a healthy manner, i.e., provide and receive honest feedback to/from the team in an objective manner.
- Ability to represent the position of leadership to others even when there is divergence.
- Demonstrates a deep understanding and appreciation of the concerns and needs of VF constituents.
- Ability to work non-traditional hours, such as evenings, weekends, and overnight travel to fulfill Foundation-related meetings and events.
- Commitment to Victoria Foundation's mission, vision, and values.

Compensation

The salary range for the Strategy Officer position is \$115,000 to \$120,000 depending on experience. The Foundation is committed to supporting its staff with a highly competitive benefits package and multiple opportunities for professional development.

How to Apply

Send a cover letter, resume, and contact information for two references to: scpofficer@victoriafoundation.org by February 7, 2025.

About the Foundation

Victoria Foundation's mission as of 2021 is to partner with Black and Brown residents and other marginalized communities in Newark and nonprofit organizations to champion bold strategies that strengthen community power, foster economic justice, promote youth self-determination, and respond to pressing needs. It is one of the oldest private foundations in the United States, founded in 1924 by Hendon Chubb and named for his mother, Victoria. Initially focused on providing assistance to needy individuals, it shifted in the 1960s to focus predominantly on Newark, especially on access to education, enrichment, and job opportunities as well as issues such as civil rights and poverty.

VICTORIA FOUNDATION COMMITMENT TO EQUAL OPPORTUNITY EMPLOYMENT

We value a diverse workforce and an inclusive culture. We employ qualified people without regard to: race; color; religion; sex; national origin; age; ancestry; disability; sexual orientation; pregnancy or breastfeeding; veteran or military status; marital status; civil union or domestic partnership status; arrest record; citizenship; credit history; genetic information; gender identity or expression; status as a victim of domestic violence, sexual violence, or stalking; or any other characteristic protected under federal or state law.