

CEO Position Guide
Community Foundation
of the
Rappahannock River Region



The Community Foundation

The Community Foundation of the Rappahannock River Region is a 501(c)(3) nonprofit that manages and distributes charitable giving in the counties of Caroline, King George, Spotsylvania, Stafford and the City of Fredericksburg. Current funds and assets under management total over \$53MM.

Founded in 1997, donors have established over 230 funds that collectively give between \$2.5MM and \$3MM each year to local nonprofits in scholarships, arts, education, environment, health, preservation, recreation and social services. The Foundation is a community convener of nonprofit leadership development as well as a guide for diversity, equity and inclusion expansion in the region.

The Community Foundation stands as a dedicated advocate for the vitality and well-being of the

Rappahannock River region. Our overarching mission is to foster the development of a flourishing philanthropic community that actively contributes to the region's prosperity. Guided by this mission, our vision is to emerge as a trusted leader in engaged charitable giving. We aspire to provide accessible, inclusive and sustainable philanthropy, ensuring that our efforts have a lasting and positive impact on the communities we serve.

In our 27-year history, we have successfully raised over \$61MM, distributed more than \$20MM and implemented a diverse array of impactful programs, reflecting the needs of our area and our commitment to positive community development. Our ongoing efforts continue to shape robust initiatives aimed at making a lasting difference in the lives of those we serve. The outlook is promising with a supportive board and a strong pipeline of legacy gifts.





Fredericksburg Region

The Community Foundation serves the Rappahannock River region, a 1,400 square mile geographical area comprising the City of Fredericksburg and the counties of Caroline, King George, Spotsylvania and Stafford with a total population nearing 380,000. It is situated along Interstate 95 midway between Washington, DC and the state capital in Richmond. The region has consistently outpaced both the state and nation in terms of population growth, making it one of the fastest growing regions in the United States.

Recreational opportunities are abundant through river activities, walking and biking trails, the Chesapeake Bay to the East, and the Blue Ridge Mountains to the West. Downtown Fredericksburg offers a rich history

combined with boutique shopping, restaurants, and exciting new mixed-use developments.

What truly characterizes this region is the unique combination of rural beauty, high growth business sectors and a highly educated labor force. The area's educational framework encompasses five public school systems, eight private schools and hosts two highly accredited and community focused higher education institutions. The region also includes three military installations; Fort Walker, Marine Corps Base Quantico, and Naval Surface Warfare Center Dahlgren Division, which have provided several partnership opportunities to public and private sectors. Additionally, the region is home to a robust healthcare infrastructure through a sizable medical system and soon the nation's largest privately-owned outpatient clinic for the Department of Veterans Affairs.

The Opportunity

The Board of Governors of The Community Foundation of the Rappahannock River Region is seeking an entrepreneurial and innovative leader to serve as its next Chief Executive Officer (CEO), in anticipation of the retirement of its highly successful director of 22 years. This pivotal leadership position demands expertise in nonprofit management, fundraising, and community engagement, coupled with a genuine passion for effecting positive change in the lives of individuals and communities to grow the foundation's impact in the coming years.

The board will work with its next CEO to think creatively and strategically about the current opportunities and challenges facing the foundation and to propose ways in which the foundation can

serve as a change agent. This is a unique opportunity to serve as a leader in our area to engage donors, provide nonprofit leadership, invest in initiatives and build endowments for generations to come.

The CEO oversees all aspects of The Community Foundation, holding ultimate responsibility for its operations, sustainability, and growth. The primary focus of this role is building and nurturing relationships with donors and professional advisors to secure funds that support our mission-driven initiatives. He/She is responsible for staff oversight and board relations, strategic planning, fund and donor development, fiscal management and overseeing community grants, scholarships and foundation initiatives.





Board Relations

The CEO provides operational insights, highlighting risks and opportunities, to equip board members with information that ensures a fiscally responsible organization. He/She helps board members understand the complexities of community foundations and make strategic recommendations to inform the board's decision-making process.

The CEO is crucial in engaging board members to be successful in their roles to effectively lead, support and advocate for the foundation. He/She should leverage the relevant talents and skills within the board to benefit the organization.

Donor and Professional Advisor Relationships

The CEO plays a pivotal role in fostering trusted relationships with both current donors and professional advisors, prioritizing responsiveness and open communication to maintain these connections. He/She actively provides information to potential donors and advisors, ensuring clients are well-informed about opportunities through the foundation.

Moreover, the CEO extends support to professional advisors and their clients by offering expertise in charitable giving, establishing a collaborative and mutually beneficial partnership. With a wealth of experience as a skilled fundraiser, particularly in developing major gifts, planned gifts, and ensuring annual sustainability, the CEO leverages this expertise to not only sustain but grow the foundation's assets over time.

Overseeing Operations

The CEO is responsible for the achievement of all operations and goals, including but not limited to, management of staff and board, strategic planning, fund and donor development, fiscal management and overseeing community grants, scholarships and foundation initiatives.

The CEO serves as a steward, utilizing all operations to support the mission towards the vision. He/She maintains an in-depth understanding of charitable organizations and oversees programming to ensure alignment while seeking opportunities to leverage resources effectively. He/She grows assets, manage employees, collaborates with the board, sustains donor services, and plans for the foundation's needs. The CEO leads risk management through evaluation and mitigation strategies. He/She upholds the foundation's image, exhibits strong communication skills, and anticipates impacts on reputation and donor relations.

Successful Candidate Profile

The minimum requirements are a bachelor's degree, at least 5 years in non-profit leadership and/or business development, coupled with a track record of strategic planning that drives organizational success and working with a board. Adept at nonprofit business models and committed to diversity, equity, and inclusion, he/she will steer the foundation toward growth and excellence. Their commitment to philanthropy, strategic alignment, expertise in marketing and technology tools and extensive nonprofit experience, make them an ideal match for the foundation's needs.

The ideal candidate is a proven leader that embodies visionary leadership, passionately committed to our community and the value of philanthropy. He/She engages and inspires support from diverse stakeholders, responding innovatively to regional challenges and opportunities. Adept at building coalitions and understanding regional needs, he/she sustain the foundation's fiscal reputation. Collaborating with the board, he/she serve fiduciary responsibilities while mentoring staff and fostering teamwork. This CEO elevates the foundation's standing, fostering a shared vision and empowering others to advance its mission.





Compensation and Benefits

The annual salary for this role will be commensurate with the successful candidate's skills and experience. Compensation history will be requested to ensure alignment of expectations. The foundation offers a competitive salary and comprehensive benefits package.

Application Details

Review of applications materials will begin February 15, 2024, with an expected start date summer, 2024.

Candidates should submit a letter highlighting their background, relevant job history and interest in the position, along with their CV including five references to ExecutiveSearch@cfrr.org. Finalists are required to complete thorough background checks.