



Director of Business Strategy

About the Permanent Fund

Founded in 2000 by two philanthropists who were seeking a proactive and revolutionary way to make a difference for children and families in Vermont, the Permanent Fund for Vermont's Children (The Permanent Fund) is a non-profit 501(c)(3) foundation. The mission of the Permanent Fund is to "ensure that every Vermont child has access to high-quality and affordable early care and education by 2025." The Fund serves as a catalyst and seed-funder for innovative initiatives and provides support critical to Vermont's efforts to attract further funding to implement these programs. Since its founding, the Permanent Fund has led a statewide collaborative, strategic, and focused approach to ensure that outstanding programs for all of Vermont's youngest children are launched, funded, and integrated fully into Vermont's early care and learning system. The Permanent Fund is a creative, fast-paced organization that works collaboratively across sectors to increase awareness and support for high-quality early care and learning.

Role of the Director of Business Strategy

The Permanent Fund seeks an entrepreneurial thinker and dynamic leader to develop and implement strategies for increasing business interest in and support of high-quality and affordable early care and learning. The director of business strategy will oversee and coordinate the business engagement strategy in order to support the overall mission of the Permanent Fund and the programmatic needs of its initiatives, Vermont Birth to Five and Let's Grow Kids.

Additionally, this person will provide capacity support to the Early Childhood Business Council (ECBC), a coalition of employers and business leaders who recognize the importance of high-quality, affordable child care to Vermont's economic health and prosperity. In this role, the director will increase its statewide visibility, member engagement, productivity, operations, and impact on policy and increasing the child care capacity in Vermont.

The director of business strategy will be a member of the Permanent Fund's programs team and will report to the chief programs officer. This person must be based in Vermont and be able to work from the Permanent Fund's offices in Burlington, Vermont on a regular basis.

Responsibilities Include:

- **Leadership:** Galvanize Vermont's business sector to become a key actor in the effort to develop a high-quality, affordable early care and learning system that supports Vermont's families and helps businesses to thrive.
- **Planning:** In collaboration with the Permanent Fund's leadership team, develop a strategic plan for business engagement and oversee the implementation of that plan, including benchmarks, reporting, tracking, and triaging systems. Convene and coordinate internal and external meetings, conferences, and events.
- **Networking:** Recruit and support business owners and leaders to be informed, persuasive advocates for high-quality, affordable child care on the state and local levels. Foster relationships with business associations and chambers to engage and develop their membership's interest in supporting high-quality, affordable child care. Provide staff support for the ECBC.
- **Programming:** Lead the Permanent Fund's initiatives in fostering business engagement to meet programmatic goals in close coordination with the programs team. Generate interest in employer-supported child care and family-friendly policies that improve employees' access to affordable, high-quality child care. Identify and steward opportunities for business engagement in local efforts to increase the supply of high-quality affordable early care and learning.
- **Communications:** Work closely with the Permanent Fund's leadership, programs, communications, and policy teams to develop and coordinate content for external communications, including website, presentations, messaging trainings, media events, op-eds, and other outreach materials.
- **Fundraising:** Identify opportunities for financial support of the Permanent Fund's work by businesses and business leaders, stewarding relationships in partnership with the Permanent Fund's development team.
- **Reporting:** Track and prepare quarterly reports for funders on the development of business-supported child care and the estimated direct and in-kind funding generated in support of regional child care centers and home-providers.
- Other work as needed.

Desired Skills:

- **Entrepreneurial thinker:** Able to think creatively and flexibly; adept at identifying underlying problems and novel solutions.
- **Relationship builder:** Able to network across Vermont's business community, collaborate with Permanent Fund teams, and build effective cross-sector connections.
- **Excellent communicator:** Able to speak persuasively to individuals and large groups; able to write clearly and succinctly.
- **Strategic planner:** Able to develop big-picture visions and implement successful plans; effective at planning and facilitating successful events.
- **Early care and learning advocate:** Able to understand Vermont's child care context, represent the goals and mission of the ECBC and the Permanent Fund, and present a compelling case to outside audiences.

- **Dynamic leader:** Proven ability to motivate people toward a common vision, achieve ambitious goals, and adapt strategies in response to a changing environment. Must be a successful team collaborator and able to work independently on large-scale projects.

Desired Experience:

- Bachelor's degree.
- At least five years professional leadership experience, ideally within a respected Vermont business or nonprofit organization.
- Proven track record as a respected collaborator within multi-sector initiatives.
- Demonstrated ability to develop and implement strategic plans as part of a cross-functional team.
- Experience with corporate leadership initiatives highly desired.
- Experience implementing innovative corporate human resources strategies desired.
- Nonprofit board leadership experience a plus.

Salary range: \$60,000 to \$70,000 plus a competitive benefits package that includes a contribution to child care costs.

To apply, please send your résumé, a cover letter describing your interest in and qualifications for the position, and the contact information for three references to Elizabeth Wareing (elizabeth@letsgrowkids.org) by November 15, 2017.