



NPL|F

Nashville Public Library Foundation

PRESIDENT

Enhancing the programs, facilities, and collections of the Nashville Public Library.

Reports to: Board of Directors | Location: Nashville, Tennessee

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About Nashville Public Library Foundation

MISSION STATEMENT

The Nashville Public Library Foundation (NPLF) is a committed community of leaders, learners, and innovative achievers dedicated to supporting and empowering one of our city's greatest resources – the Nashville Public Library. Founded in 1997 as a 501(c)3 organization, NPLF has raised more than \$41 million to advance the impact and reach of NPL programs and initiatives.

MISSION

The mission of the Nashville Public Library Foundation is to seek and steward funding from private sources for the purpose of enhancing the programs, facilities, and collections of the Nashville Public Library, now and in the future. The library system consists of 20 branches county-wide, a main downtown library, and special services.

The goal of the Nashville Public Library Foundation is to build assets to fund current and future projects and to help secure the long-term future of the Nashville Public Library. Funds are raised for multiple purposes including current programs, longer term capital projects, collection building, and endowment. Funds are raised in advance of disbursement. Grants are made to the library annually.

COMMUNITY IMPACT

Gifts to the Nashville Public Library Foundation –

- Inspire Children and Encourage Teens
- Foster Lifelong Learning and Community Engagement
- Advance Library Collections and Resources

The foundation funds programs that open children's eyes to the wonders of books, the delights of story time, and the enchantment of puppet shows. It provides after-school programs and state-of-the-art studio spaces that invite teens to stretch their minds and explore their creativity. It helps to broaden minds through community concerts, author appearances, and visual art exhibits. It also helps patrons seeking employment find jobs through navigating today's digitally based society. The library makes it easy to challenge the mind, experience the delight of discovery, and gain and share new knowledge at any age.

Visit the NPLF website at: <http://nplf.org/> to learn more about the library's award-winning programs, such as:

- Bringing Books to Life
- Limitless Libraries
- Nashville After Zone Alliance
- Summer Reading
- Studio NPL
- Adult Literacy

ABOUT THE POSITION

The President provides strategic leadership and day-to-day management of NPLF, reporting to the NPLF Board of Directors. The position currently leads a dedicated and talented team of seven individuals responsible for raising funds to support the mission and programs of the Nashville Public Library.

The new President will be passionate about reading and the impact of the library on the lives of Nashvillians. NPLF is looking for a dynamic and visionary leader who can bring out the best in the board, staff, and volunteers. The successful candidate will be a proven fundraising executive who is creative, innovative, and has a strong background of leadership. He/she will demonstrate the capacity to work collaboratively with all stakeholders, especially the leaders and staff of the Nashville Public Library.

KEY JOB FUNCTIONS

The NPLF President is responsible for the following key job functions.

Strategy

- In collaboration with NPLF board leadership, determines the foundation strategy to support and fund critical library initiatives. Provides creative and innovative approaches to fundraising and foundation leadership.
- Leads the board, staff, and volunteers in creating and implementing the foundation strategic plan and establishes the operating plan and objectives to achieve the long-term strategy.
- Works with leaders and staff to create and implement a culture of philanthropy throughout the institution.

Library Collaboration

- In collaboration with the Library Director, develops the foundation's strategic position and case for support for funding library programs, services, and facilities.
- Works closely with the Library Director to ensure that NPLF and NPL are strategically and operationally aligned for maximum support and impact.

- Collaborates with the Library Director, staff, and leadership on day-to-day operations, planning, budgeting, and communications.

Fundraising / Development

- Develops and implements a fundraising plan consistent with NPLF strategy to retain donors and to reach and cultivate new and diverse donors. Ensures appropriate goals and measures are established to monitor and revise the plan as it is implemented.
- Engages foundation volunteers in the process of identifying, nurturing, and soliciting contributions.
- Leads and directs fundraising activities including annual and broad-based fundraising, major gift initiatives, events and sponsorship, corporate giving, and planned giving.
- Maintains a major gift portfolio of top tier gift prospects to secure six- and seven-figure gifts.
- Directs and oversees foundation operations including systems, databases, and donor records.
- Directs and leads donor relations, recognition, and stewardship strategies programs and ensures effective implementation to cultivate and honor donors.

Staff Management

- Provides leadership, direction, and mentoring to foundation team.
- Recruits, hires, and manages an effective team. Develops goals, objectives, and plans for effective team performance.
- Provides strategic and professional development opportunities to advance individual and team performance.

Financial Management

- Oversees foundation financial operations; establishes, implements, and monitors the operating budget.
- Provides accurate, regular, and ad-hoc financial reporting for the board.
- Ensures overall sound financial management; manages foundation contracts and consults the board and legal counsel, as appropriate.

Board Relations

- Builds and maintains strong relationships with board members; collaborates with the board to develop strategy and fundraising plans.
- Assists the board with recruitment, development, and engagement including committee assignment and development.
- Provides direction to the board regarding foundation policy development and implementation.

Marketing and External Relations

- Leads foundation marketing and communications activity, including brand development, marketing collateral, digital and social media, and marketing communications.
- Serves as foundation spokesperson locally and nationally. Participates in civic and national library organizations and associations; represents and presents NPLF to the public.

POSITION REQUIREMENTS

To successfully lead NPLF, the ideal candidate will possess a strong knowledge of nonprofit organization leadership and management, nonprofit governance, and fund development as well as strong behavioral competencies and attributes described below:

Competencies, Skills, and Attributes

- Leadership, innovation and business acumen
- Passion for reading, the library's mission, and the impact libraries have on the community
- Vision, strategic thinking, and planning skills with the ability to establish both short-term and long-term strategies and plans for achieving organizational goals
- Ability to accomplish tasks in collaboration with and through others
- Very strong interpersonal skills with the ability to connect and be persuasive with a variety of constituents
- Communication skills (including, verbal, written, presentation, and listening)

- Ability to establish priorities, goals, and timelines and lead the team in the achievement of quantifiable outcomes
- High level and effective problem-solving and decision-making abilities
- Orientation toward action and results
- Fundraising strategies and tactics
- Financial management
- Ethics and integrity in activities inside and external to NPLF

QUALIFICATION REQUIREMENTS

- A Bachelor's degree in an appropriate field or equivalent knowledge/experience
- Significant (seven+ years) and progressively responsible experience with fund development or comparable processes
- Significant leadership and management experience, including involvement in the nonprofit sector

DESIRABLE QUALIFICATIONS

- Master's degree in a related field
- Foundation leadership experience
- Responsibility for managing a governing board
- Experience with libraries and library leadership

Application Process:

Benefactor Group is assisting the Nashville Public Library Foundation with this search. Applications will be reviewed as they are received. All applications will be considered highly confidential.

To be considered for this position, please send cover letter and resume to:

Ron Guisinger,
Senior Consultant
HR@benefactorgroup.com

About Nashville:

Recently acclaimed as number three on Travel & Leisure's renowned "Best Cities" list, Nashville has grown into one of the nation's most promising places to live and work. This city— Tennessee's capital and home to over 1.8 million residents—boasts a vibrant music, food, and entertainment scene, top-ranked educational institutions and hospitals, beautiful parks, year-round sports, a variety of unique neighboring communities, and a culture that combines the friendliness of a small town with the energy of a big city.

Nashville is famous as a national country music center, but the rightfully nicknamed "Music City" hosts everything from rock to jazz in its 120+ live music venues. The streets of downtown Nashville and Music Row are packed with entertainment: from concerts at iconic venues like the Grand Ole Opry to musical performances at the Grammy-winning Nashville Symphony, there is never a shortage of activity. In addition, Nashville has one of the world's largest museums and music research centers, the Country Music Hall of Fame.

The "Athens of the South" also hosts 21 four-year undergraduate and post-graduate colleges and universities, including Vanderbilt University, which ranked #15 on US News' list of the Best National Universities. Nashville is also nationally recognized for its parks; more than a million people visit the 12,000+ acres of open space each year. USA Today identified the city as having one of the top 10 Best Urban Green Spaces in North America.

Living options are abundant in Nashville. Within 10 miles of the heart of the city, there are urban choices like The Gulch, Hillsboro Village, and Melrose; residential neighborhoods like Germantown and Sylvan Park; and bustling shopping and business areas like Green Hills and East Nashville. Plentiful suburban options exist outside of the city as well. Primary and secondary education options are easily accessible in these neighborhoods, and the metropolitan area has been noted for its affordability and steady housing market.

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