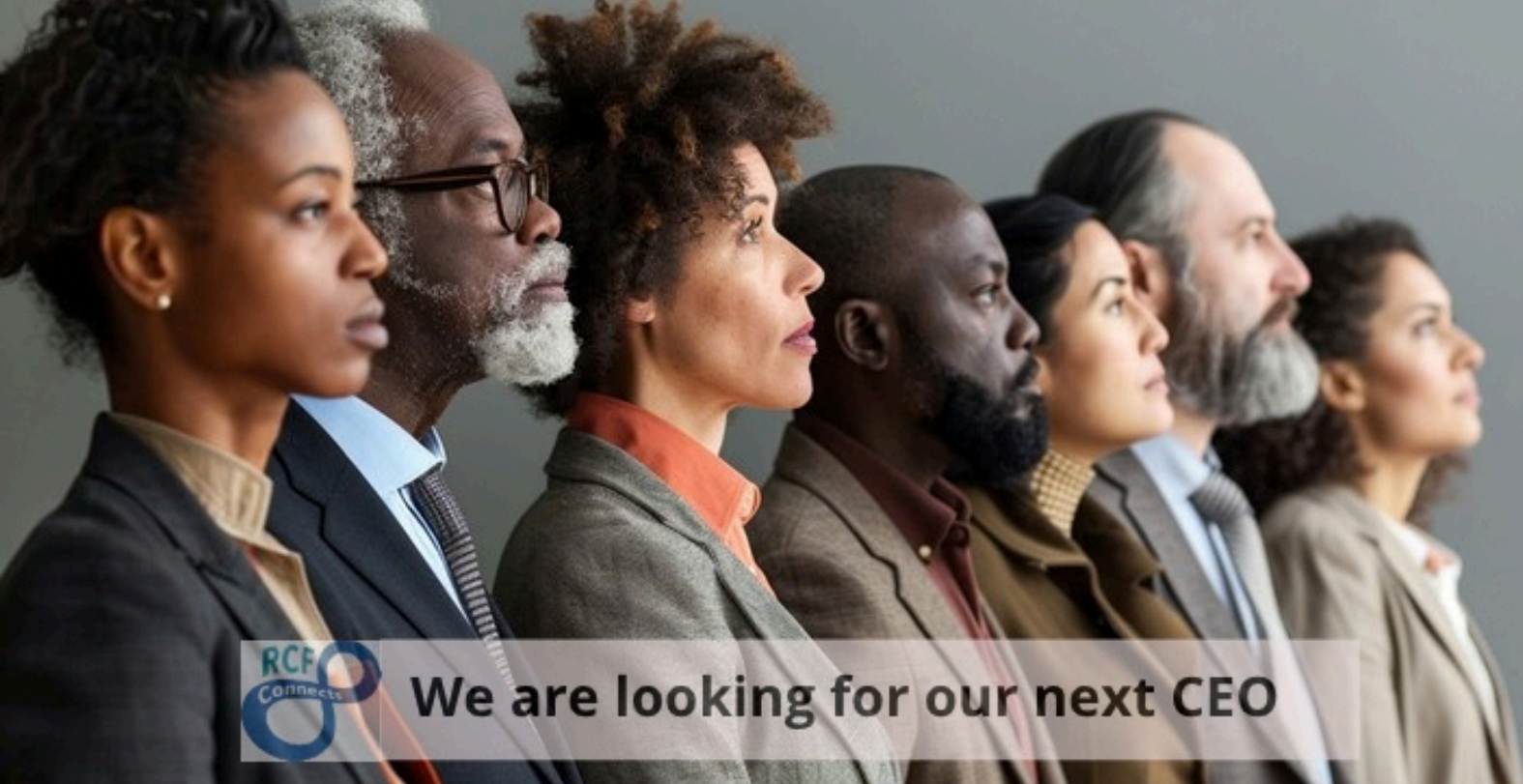




Chief Executive Officer

RCF Connects (Richmond Community Foundation)

Position Summary

RCF Connects seeks an experienced, collaborative, and forward-looking Chief Executive Officer to guide the organization into its next chapter. Building on 25 years of community trust, meaningful impact, and strong partnerships, this is an opportunity for a seasoned leader to build on a respected legacy while thoughtfully navigating a period of transition and preparing RCF Connects for continued strength, sustainability, and impact. The CEO will serve as RCF Connects' strategic leader, chief ambassador, internal culture-builder and principal partner to the Board of Directors.

The CEO will provide vision and leadership across organizational strategy, financial stewardship, fund development, community partnerships, staff support and leadership, and long-term sustainability. This leader will join an organization supported by an experienced and committed senior leadership team, dedicated staff, an engaged Board of Directors, and trusted community partners. The CEO will have the opportunity to draw on these strengths while bringing the experience and perspective needed to lead effectively through transition, strengthen organizational and financial capacity, and create a clear path forward.

RCF Connects is committed to ensuring the new CEO has the leadership structure and organizational support needed to succeed. Working in partnership with the Board and senior leadership team, the CEO will help shape the organization's leadership structure and priorities for the future, strengthen what is working well, and position RCF Connects to continue its legacy of service and community impact throughout Richmond, Contra Costa County, and surrounding communities for years to come.

Areas of Leadership

Strategic and Organizational Leadership

Lead the organization with integrity, clarity, sound judgment, humility, and a strong commitment to mission. Partner with the Board and senior leadership team to establish priorities, translate strategy into action, and position RCF Connects for continued relevance, long-term sustainability, and community impact.

- Guide strategic planning, implementation, evaluation, and organizational decision-making.
- Assess organizational structure, systems, and leadership capacity; recommend and implement improvements.
- Lead thoughtfully through transition and change while preserving the organization's collaborative, community-centered culture.
- Develop and support senior staff leaders and, in partnership with the Board, help shape an effective leadership structure with clear roles, accountability, and alignment across the organization.

Financial Stewardship and Long-Term Sustainability

Provide strong, hands-on financial leadership. The CEO will work closely with finance staff, the Board, and the Finance Committee to ensure accurate reporting, effective controls, regulatory compliance, and long-term fiscal health.

- Lead annual budgeting, multi-year forecasting, cash-flow planning, and regular financial review.
- Ensure timely, accurate financial reporting to the Board, funders, program leaders, and other stakeholders.
- Oversee audit readiness, tax and regulatory compliance, internal controls, risk management, and appropriate use of restricted and unrestricted funds.
- Evaluate financial trends, revenue concentration, reserves, and organizational risk; recommend strategies that strengthen sustainability.
- Ensure financial systems and staffing are appropriate for the size and complexity of the organization, including grants, contracts, fiscal sponsorships, and multiple initiatives.

People, Culture, and Operations

Create the conditions for talented people to do their best work. The CEO will foster a culture of trust, accountability, transparency, learning, and respect while ensuring that core operations support the organization's mission and programs.

- Recruit, retain, mentor, and develop a high-performing and mission-driven staff and leadership team.
- Lead a team with varied backgrounds, lived experiences, viewpoints, communication styles, and approaches; navigate conflict constructively and maintain focus on shared goals.
- Strengthen performance management, succession planning, professional development, internal communication, and cross-team collaboration.
- Ensure effective oversight of human resources, technology, legal and regulatory matters, insurance, contracts, facilities, and organizational policies.

Community Leadership and External Partnerships

Serve as a visible, credible, and accessible ambassador for RCF Connects. Build and strengthen authentic relationships with residents, nonprofit organizations, funders, businesses, public agencies, and community leaders throughout Richmond, Contra Costa County, and surrounding areas.

- Represent RCF Connects at community meetings, public forums, philanthropic gatherings, and regional convenings.
- Strengthen existing partnerships and identify new opportunities for collaboration, convening, and community investment.
- Listen to community priorities and ensure that resident and partner perspectives inform organizational strategy and decision-making.
- Strengthen and build on RCF Connects' reputation as a trusted connector, convener, funder, and partner.

Fund Development and Philanthropic Leadership

Work in close partnership with the Development Director, Board, and senior program leaders to expand philanthropic support and diversify revenue. The CEO will be personally engaged in relationship-building and major donor cultivation while empowering the Development Director to lead and grow the organization's broader development strategy.

- Cultivate and steward major donors, institutional funders, corporate partners, and other philanthropic relationships.
- Bring new ideas, relationships, and approaches that strengthen fundraising and revenue diversification.
- Communicate RCF Connects' mission, impact, and future direction in a compelling and authentic way.
- Support and partner with program leaders and staff to identify, cultivate, and steward strong and productive relationships with existing and potential new institutional funders, including foundations and government.
- Support a strong culture of philanthropy across the Board, leadership team, and organization.

Board Partnership and Governance

Build an open, transparent, and productive partnership with the Board of Directors. Ensure the Board has the information, context, and support needed to fulfill its fiduciary and governance responsibilities.

- Provide timely and accurate updates on strategy, finances, organizational performance, opportunities, and risks.
- Support Board and committee effectiveness, policy development, strategic planning, and leadership succession.
- Implement Board-approved policies and priorities and maintain clear accountability between governance and management.
- Build and maintain strong and positive relationships between board members and staff members; ensure that key board decisions are deeply informed by staff members' expertise, experiences, and priorities.

Experience and Qualifications

- Significant senior or executive leadership experience in a nonprofit, community foundation, philanthropic organization, or other mission-driven setting; direct nonprofit experience strongly preferred.
- Demonstrated financial expertise, including budgeting, forecasting, financial reporting, audits, compliance, controls, and long-term planning.

- Successful leader of a complex organization, managing senior leaders, and strengthening organizational systems and culture.
- Track record of effective Board partnership and clear communication with high-level decision-makers.
- Experience with fund development, major donor cultivation, institutional philanthropy, and external relationship-building.
- Knowledge of Richmond, Contra Costa County, and surrounding communities is highly valued; candidates should bring either established local relationships or a demonstrated ability to build them authentically and quickly.
- Excellent written, verbal, interpersonal, facilitation, and conflict-management skills.
- Education and lived/professional experience that demonstrate readiness for the role; no single academic pathway is required.

Leadership Characteristics

The successful candidate will be strategic and practical, confident and humble, community-centered and financially disciplined. They will be an experienced and steady leader who can navigate transition thoughtfully, listen before acting, communicate directly and respectfully, and make sound decisions even in complex circumstances. They will develop and empower others, make difficult decisions with transparency, and bring people with different perspectives together around a shared purpose. Above all, they will lead with integrity, equity, curiosity, courage, and a genuine commitment to the mission and communities of RCF Connects.

Why Join RCF Connects

This is a meaningful leadership opportunity at an important moment in RCF Connects' 25+ year history. The next CEO will join an organization with deep community credibility, an engaged Board, committed staff and senior leaders, strong partnerships, and a legacy of meaningful impact. With this strong foundation, the CEO will have the opportunity to thoughtfully guide RCF Connects through its next chapter, strengthen its long-term sustainability, and help position the organization for continued impact for years to come.

Work Environment and Schedule

This is primarily an in-person leadership role based in Richmond, California. The CEO is expected to maintain a visible presence with staff, community partners, funders, and stakeholders throughout the region, both virtually and in-person. As the organization's chief ambassador, the CEO will represent RCF Connects at community events, donor gatherings, and civic convenings.

Compensation and Benefits

RCF Connects expects to offer an equitable executive compensation and benefits package. The salary range for this position is \$160,000-\$180,000, depending on the level and depth of alignment and the candidate's experience. RCF Connects' comprehensive benefits package includes medical, dental, vision, and life insurance coverage, fourteen (14) paid holidays per year, vacation accrual and sick/personal leave days.

Equal Opportunity and Inclusion

RCF Connects is an equal opportunity employer. The organization values candidates with varied backgrounds, lived experiences, and professional pathways who align with its mission and can lead effectively across differences. Candidates from historically underrepresented communities are strongly encouraged to apply.

Application Process

This position will remain **open until filled**, and we will review applications on a rolling basis. Interested candidates are strongly encouraged to apply as soon as possible to ensure full consideration.

To apply, please submit a **letter of interest and current résumé** to CEOSearch@richmondcf.org. Letters of interest may be addressed to **RCF CEO Search Committee**.

We look forward to hearing from candidates who are excited about the opportunity to lead RCF Connects into its next chapter.

RCF Connects mobilizes the power of connection to build healthy, thriving, equitable communities. We work to create and support systems built on equity and justice, free from racism, bias and discrimination. We envision an equitable society where all communities and the people who live in them can thrive, build and share power and reach their full potential. The Richmond Community Foundation is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, age, national origin.