



Margaret A. Cargill
PHILANTHROPIES

Program Officer, Quality of Life (International Health)

February, 2023

POSITION PROFILE



Margaret A. Cargill Philanthropies (MACP) is the umbrella over the grantmaking foundations created by the late Margaret Cargill: Margaret A. Cargill Foundation and Anne Ray Foundation. MACP provides meaningful support through long-term relationships with strategic grantee partners across seven program domains: Environment, Disaster Relief & Recovery, Arts & Cultures, Teachers, Animal Welfare, Quality of Life, and Legacy & Opportunity. The collective assets of MACP place it among the 10 largest philanthropies in the United States.

The two foundations have separate boards and investment portfolios but share a common mission of providing meaningful assistance and support to society, the arts, and the environment.

Margaret A. Cargill Foundation is a private foundation that came into existence upon Ms. Cargill's death in August 2006. At year-end 2021, MACF's assets are approximately \$3.7 billion.

Anne Ray Foundation is a supporting organization, which may make grants only to beneficiary organizations specifically named by Ms. Cargill. Year-end 2021, ARF's assets are approximately \$5.3 billion.





MACP's Philosophy of Grantmaking underscores the values and guiding principles of Margaret A. Cargill by: using education and innovation as a means to achieve core purposes; empowering people to be self-sufficient; maintaining a low profile while meeting the needs of others; supporting programs that could have a broad impact, having socially redeeming values and standards, and that value life; and relieving suffering in times of disaster. As a core element of its philosophy, MACP invests in long-term relationships with key grantee organizations to find solutions that are consistent with the values of both parties.

- In December 2021, we formally adopted a DEIJ Vision Statement to guide our work; view it [online here](#). The motivation and guidance for this diversity, equity, inclusion, and justice work is drawn from our mission and vision, our direction from Margaret Cargill, and the caring and compassionate culture we strive for through work with grantees, partners, and each other. Embracing this vision will have a transformational influence on our organization, our partnerships, the work we do, and the impact we ultimately seek.
- MACP's DEIJ Vision and the commitments embodied within are a living document, a guidepost, and they will evolve as we learn and grow. This statement is intended as a framework to guide our shared efforts as we develop the action steps and accountability measures necessary for the next phase of our work.



POSITION

Program Officer

REPORTS INTO

Program Director

LOCATION

Minneapolis, MN



ABOUT THE WORKPLACE

Our community of more than 100 employees brings expertise from a variety of professional and personal experiences. We are inspired by a common mission, shared values, and the difference we can make by working together.

We are proud to offer a welcoming workplace that supports our employees' careers, health, and overall wellbeing. We supplement that environment with activities throughout the year that promote collaboration, learning, and fun. Reflecting our investment in staff wellbeing, we have deepened our commitment to flexible work schedules and have implemented an innovative new approach to work arrangements in 2022. All MACP staff have a reduced workweek, with half-day Fridays, year-round, with the option of working remotely up to two days per week.

MACP's home in Eden Prairie, Minnesota is a foundational aspect of our identity, reflecting an organizational commitment to sustainability, balance, and collaboration. In spring 2016, MACP completed a major building expansion, and our LEED Platinum certified building features include sustainable materials, outdoor meeting areas, a fitness room, and unique art and keepsakes from Ms. Cargill's personal collection and others, that reflect our grantmaking and the communities where we work. Our space is a living reminder of our values.

Eden Prairie is part of the Twin Cities metro area including Minneapolis and St. Paul, which have over 3 million residents and together make up one of the metropolitan areas in the country. A unique blend of small town and major cosmopolitan hub, both urban cores boast a thriving business atmosphere.

For more information about MACP, please visit our website: www.macphilanthropies.org

QUALITY OF LIFE

International Health

Across all programs, MACP seeks to support work in and with communities toward developing solutions that deliver effective, sustainable programs that improve the quality of life for marginalized communities and populations. The Quality of Life domain has a broad goal of supporting life's journey at vulnerable stages for children, young adults, families and the aging. The International Health program is one of four programs in the Quality of Life domain.

The International Health (IH) program seeks to improve equitable Reproductive, Maternal, Newborn, Child, and Adolescent Health (RMNCAH) outcomes by expanding availability, accessibility, acceptability, and quality of RMNCAH services, both at the community-level and at primary health care facilities through community-led programming that centers health and gender equity. The program supports interventions that address barriers, such as climate change impacts and social determinants of health, that impede the continuity of RMNCAH care within marginalized populations and draws on the WHO health systems strengthening framework. The program supports grantees that use participatory grantmaking approaches and evaluation for equitable learning and knowledge creation. The team aspires to utilizing approaches across all areas of work (strategy development, evaluation, and learning, grantmaking, communications and relationship building) that are equitable and aligned with the decolonization of global aid movements and our MACP Diversity, Equality, Inclusion and Social Justice (DEIJ) vision.

Priority countries of the International Health program include Mexico, Guatemala, El Salvador, Nepal, Timor Leste, Bangladesh, Indonesia, Philippines, Laos, and Cambodia. The program also has active grants in India, Ethiopia, Kenya, and American Samoa.



THE POSITION - KEY RESPONSIBILITIES

The Program Officer is responsible for supporting the development, implementation, and management of the International Health program of the Margaret A. Cargill Philanthropies' Quality of Life domain. This position operates under the supervision of a Program Director and works in collaboration with the Managing Program Director, other Program Officers, and Program Associates. The Program Officer will work with team members and other Foundation staff in building and managing an effective grantmaking program to support the development of strategic content and desired impact for the International Health program.

Specific responsibilities include but are not limited to:

Grantmaking

- Serve as the lead in the implementation of a strategically emergent aligned grantmaking portfolio for the International Health program
- Work with applicants on all aspects of the MACP grantmaking process, including due diligence review of potential grantee organizations.
- Assist applicants in developing realistic proposals that are aligned with their strategic priorities as well as with our funding strategies and the goals of the local community, within the scope of the budget of the International Health program, consistent with MACP grantmaking policies and practices
- Build and manage grantee relationships (leading with trust and in a manner consistent with MACP's values and Philosophy of Grantmaking and DEIJ vision statement

Project Management and Operations

- Oversee active International Health grants, track grantee progress, provide guidance and assistance to grantees, conduct site visits in-person and virtually, and review and analyze grantee reports
- Prepare written materials for board and management review. Prepare and formally present grant recommendation and program updates in board and executive leadership meetings. Assist with board meeting preparations and board learning opportunities
- Work collaboratively with MACP Legal, Finance, Grants Management, and Evaluation teams to conduct due diligence, assess institutional capacity, and monitor active grants
- Work collaboratively with MACP's Communication team and the IH team to identify and produce internal and external communications about our work with grantees
- Promote partnership and a culture of learning within MACP and among grantees



Strategy, Research, Monitoring, and Evaluation

- In collaboration with the Managing Program Director and Program Director, support the development of a program strategy for recommendation to leadership/board and support equitable evaluation and learning work that informs a participatory strategy development process
- In collaboration with the Program Director and Evaluation Team, and in consultation with the Managing Program Director, develop approaches to analyze program impact and effectiveness for the purposes of learning and accountability (of grantee and MACP)
- Analyze and research industry practices, trends, innovation and organizational practices in health equity focused on integrated RMNCAH programs and services at the intersection of health and gender equity and climate justice
- Maintain an understanding of country level health policy, government and international funding mechanisms and the role of private giving that supports RMNCAH programs in priority geographies. Have (or be willing to build) an understanding of the historical causes of systemic and structural racism and discrimination and the effects on RMNCAH outcomes in priority geographies

External Engagement and Stakeholder Management

- Attend meetings, conferences, and site visits related to our RMNCAH programming
- Organize and participate in site visits with the Program Director and other MACP staff and leadership
- Represent MACP to the public, including community leaders, and community-based organizations, and colleagues in the field of philanthropy
- Facilitate relationships and partnerships across organizations and institutions working on shared issues, in coordination with the Managing Program Director, Program Director, and other Program Officers
- Actively contribute as a collaborative member of the IH team and as part of the MACP staff

PERSON SPECIFICATION

Experience and Qualifications

- The ideal candidate has eight or more years of experience in implementing initiatives related to health equity to improve RMNCAH outcomes
- The ideal candidate is an experienced professional with a Master of Public Health in Maternal and Child Health or other related undergraduate or advanced degrees in health with a focus on RMNCAH
- Candidates must also have relevant experience in grantmaking or grant management and must be experienced in community-led approaches to improving health equity. Other relevant areas of experience are preferred such as:
 - Working internationally with women-centered and respectful reproductive and maternal health care delivery programs for strategically excluded women and/or communities that support gender transformative programs to advance women and girls' opportunities for sustainable and equitable RMNCAH care; and/or
 - Working with international/regional program initiatives that promote health equity and climate justice by addressing the systemic barriers to RMNCAH for populations experiencing severe impacts of climate change
- Experience within some MACP geography areas noted above is preferred and the candidate will value diversity, equity, inclusion, and social justice
- The ideal candidate can both think systemically and from a community-based perspective as well as understand and support implementation of equitable practices and programs
- Candidates should have an active curiosity and passion for MACP's program interests and values, including making a difference in communities, forming deep partnerships with grantees, providing support to low-attention needs, and working with humility
- Successful candidates will be collaborative, authentic, and able to deal well with ambiguity and change. They will be adept at building collegial relationships and able to respond to issues with clarity and diplomacy. They will inspire and foster trust and confidence in staff, management, and their colleagues

Other Essential Skills and Experience Include

- Demonstrates deep awareness of systemic racism and knowledge of methods for incorporating equity and justice into grantmaking and relationships with staff, grantee partners, and community and demonstrates commitment to intercultural understanding and sensitivity
- In-depth knowledge of systemic barriers to RMNCAH, including social determinants of health, climate change impacts, structural racism, and other systemic barriers that contribute to health inequities for women and knowledge of successful approaches leading to change to support equitable RMNCAH outcomes
- Understanding of nonprofit organizations, including the ability to analyze organizational strategic plans, evaluation reports, program plans, business models, financial statements, and organizational budgets associated with grant applications

- Strong project management and planning skills including the ability to organize and prioritize tasks, effectively manage time, meet multiple competing deadlines, work independently and in a team environment, and manage budgets
- Strong experience with monitoring, evaluation and learning approaches that promote equitable representation and learning
- Combination of strategic thinking and analytical and planning skills, including the ability to effectively focus on details in processes and projects
- Strong written and verbal communication skills, including making small group and public presentations, and producing clear and concise written documents
- Demonstrated ability to work in a highly collaborative organization with consultative relationships vertically and horizontally and a strong service orientation both internally and externally
- Values integrity, discretion, and trustworthiness, and is able to maintain the highest level of confidentiality both internally and externally
- Collaborative, positive, and adept at building collegial relationships and able to respond to issues with clarity and diplomacy
- Experience as a comfortable user of database and spreadsheet technology platforms used to develop and closely track project details

Physical Requirement and Work Environment

- The work environment is an office setting with a designated workspace at the Margaret A. Cargill Philanthropies office in Eden Prairie, Minnesota, and optional remote work up to 2 days per week
- This position is primarily a sedentary role with an adjustable sit/stand desk
- This position requires regular use of a computer to complete work responsibilities. It also includes regularly working with other office equipment and communication technology, such as a videoconferencing, telephone, copy machine, and printer
- The person in this position needs to occasionally move about inside the office to access file cabinets, office equipment, attend meetings or events, etc.





- This role also frequently performs multiple tasks simultaneously and works closely with others as part of a team. Occasionally, the person in this role may be required to adjust to time pressures and frequent changes. Infrequently, this role may require an irregular schedule or overtime
- Travel (primarily international) will be expected, approximately 25%; some travel is directly related to grantmaking, but also to attend team conferences, retreats, and meetings
- Occasional or intermittent blocks of time spent in high/low temperatures indoor/outdoor, outdoor elements such as precipitation, wind or high/low elevation
- Occasional or intermittent physical activities will include bending, reaching, twisting, stooping, climbing

COMPENSATION AND BENEFITS

MACP has identified a salary range of \$145,000 - \$172,000 for this role. Actual starting salary of candidate will be commensurate with years, breadth, and depth of relevant experience, education, certifications, credentials, special skills, accomplishments, and other factors relevant to the position.

MACP benefits are generous and include:

- Competitive compensation, including relocation support
- Strong medical, dental, and vision benefits for staff and their dependents with competitive monthly premiums and flexible spending accounts
- Reduced work week for all staff, with half-day closures on Fridays, year-round
- Minimum of four weeks of paid time off, in addition to a week-long year-end office closure
- Retirement programs, including 401(k) matching at 5%, with access to employer-paid financial planning resources
 - In addition, the Organization may provide a discretionary contribution to employees' 401(k) plan that vest over a five-year period.
- Matching gift program for charitable donations
- Additional benefits such as an employee assistance plan, an onsite fitness room, paid parental leave, and tuition reimbursement

Specific Requirement Placeholder for Role

- Domestic/International travel will be expected, approximately 25%. Most of the travel will be International.



Margaret A. Cargill Philanthropic Services, LLC is committed to the full inclusion of all qualified individuals interested in this role. As part of this commitment, we will ensure that persons with disabilities are provided reasonable accommodations. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact MACP@augustleadership.com

The above statements are not intended to encompass all functions and qualifications of the position; rather, they are intended to provide a general framework of the requirements of the position. Job incumbents may be required to perform other functions not specifically addressed in this description

Expressing Interest

August leadership, a global firm with a leading Social Impact/Non-profit practice has been exclusively retained for this engagement. Leading the search are Nicole Kamaleson and Susan Waweru, Partners in the firm. They will be supported by a team of consultants and researchers. To make recommendations or to express your interest, please send an email to MACP@augustleadership.com - All inquiries and discussions will be considered strictly confidential

August Leadership and MACP are an equal opportunity, affirmative action employers and are firmly committed to a policy against discrimination based on age, sex, race, religious creed, sexual orientation, disability or ethnic or national origin.

CONTACT INFORMATION

If you are interested in exploring this exciting opportunity, please contact:

Nicole Kamaleson

PARTNER

NICOLE.KAMALESON@AUGUSTLEADERSHIP.COM

M: +1 (312) 877 0830

Susan Waweru

PRINCIPAL

SUSAN.WAWERU@AUGUSTLEADERSHIP.COM

M: + 254 714 39202

Amna Rauf

CONSULTANT

AMNA.RAUF@AUGUSTLEADERSHIP.COM

275 MADISON AVENUE,
SUITE 1500, NEW YORK,
NY 10016

AUGUSTLEADERSHIP.COM

August Leadership

SEARCH & LEADERSHIP ADVISORY