Program Officer, Youth Camping & Swimming

Position Profile

The Program Officer, Youth Camping & Swimming, is responsible for supporting the development, implementation, and management of the Youth Camping & Swimming program of the Margaret A. Cargill Philanthropies’ Quality of Life domain.

This position operates under the supervision of the Quality of Life Program Director and works in collaboration with other domain and program team members and other MACP staff in supporting and managing an effective grantmaking program to support the strategic content and desired impact for the Youth Camping & Swimming program.

The overall goal for the Youth Camping & Swimming program is to significantly increase the number of youth who experience high-quality out-of-school time enrichment, specifically overnight camping and water safety programs, in order to provide affirming and safe exposure to nature and to build leadership, character, and community.
Margaret Cargill enjoyed the great outdoors and wanted all children to have camping and swimming opportunities. MACP’s Youth Camping & Swimming program recognizes there are many barriers that prevent youth from accessing camping and swimming experiences and strives to improve access, inclusion, and program quality in collaboration with our grantee partners. We are especially interested in improving access, inclusion, and belonging for historically marginalized youth in these spaces, including youth from families with low income, youth from communities of color, youth who identify as LGBTQ+, and youth with disabilities. The program has a national focus in the United States.

Across all programs, MACP supports work in and with communities focused on developing solutions that deliver effective, sustainable programs that improve the quality of life for vulnerable populations. The Quality of Life domain has a broad goal of supporting life’s journey at vulnerable stages for children, young adults, families, and older adults.
Responsibilities:

• Serve as the lead in the development and implementation of strategically aligned grantmaking portfolios for the Youth Camping & Swimming program.

• Work with grant 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 strategic funding priorities, within the scope and budget of the Youth Camping & Swimming program, consistent with MACP grantmaking policies and practices, and within applicants’ capacity to deliver.

• Oversee active Youth Camping & Swimming grants, track grantee progress, provide guidance and assistance to grantees, conduct site visits in-person and virtually, and review, analyze, and summarize grantee reports.

• In collaboration with the Program Director and Evaluation Team, and in consultation with the Managing Program Director, develop qualitative and quantitative methods to analyze program impact and effectiveness for the purposes of accountability and learning.

• Manage grantee relationships leading with trust and in a manner consistent with MACP’s values and Philosophy of Grantmaking.

• Work collaboratively with MACP's Legal, Finance, Grants Management, and Evaluation teams to conduct due diligence, assess institutional capacity, and monitor active grants.

• Promote partnership and a culture of learning within MACP, among grantees, and with peer funders.

• Prepare written materials for board and management review. Prepare and formally presents grant recommendations and updates in board and executive leadership meetings.

• Serve as an internal thought leader on issues impacting the youth camping & swimming sectors. Analyze and research practices, trends, innovation and best practices in delivering youth camping & swimming programs.

• Attend meetings, conferences, and site visits related to understanding positive youth development and inclusion, within camping and swimming specifically.

• Organize site visits for Program Director and other MACP staff and leadership.

• Represent MACP to the public, including community leaders, community-based organizations, and colleagues in the field of philanthropy. Participate in sector learning with other grant makers and leaders in youth camping & swimming.

• Facilitate connections and partnerships across organizations and institutions working on shared issues in coordination with the Program Director.

• Actively contribute as a collaborative member of the Quality of Life team and as part of the MACP staff.
Education, Experience, and Other Qualifications

The ideal candidate is an experienced professional with eight years or more of relevant experience in youth development, nonprofit organizations, and/or philanthropy. Significant experience working in youth camping and/or aquatics program contexts focused on access and inclusion of historically marginalized youth populations is strongly preferred. Experience as a grant maker is preferred. An undergraduate or graduate degree in a related field or equivalent work experience is expected.

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, positive, 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.

Experience and/or demonstrated interest in putting a board's interests into practice is also essential.

Travel

Up to 20%. Most if not all travel for this position will be domestic in the U.S.
Other Important Skills and Experience:

- An understanding of the emerging trends, concepts, and technical and practical issues involved in positive youth development programs, specifically camping and/or aquatics.
- Thoughtful understanding of the factors influencing the lack of access and inclusion of historically marginalized communities in youth camping and swimming, and knowledge of successful approaches leading to change.
- An understanding of the emerging trends, concepts, and technical and practical issues involved in philanthropy, including current considerations of how racism or colonialism may impact or has impacted effective strategies or sustainability of community-based work.
- Deep awareness of systemic racism and knowledge of methods for incorporating equity, inclusion, and diversity into grantmaking and relationships with staff and community and demonstrated high commitment to intercultural understanding and sensitivity.
- Understanding of nonprofit organizations including the ability to analyze organizational strategic plans, evaluation reports, program plans, business models, and financial statements.
- 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.
- Capable of reading balance sheets and organizational budgets associated with grant applications.
- Experience with evaluation methodology and with grant management software and tracking systems.
- Combination of strategic thinking and analytical and planning skills, including the ability to effectively focus on details in processes and projects.
- Highly effective communication skills, including making small group and public presentations and quickly 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 can 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.

We know that engaging, building trust, and making a difference relies on the collective wisdom and strength of a truly diverse organization. With this in mind, and as an equal opportunity employer, we encourage and strongly welcome candidates of all identities, lived experiences, orientations, and communities to apply.
Diversity, Equity, Inclusion, and Justice

MACP began its formal diversity, equity, inclusion, and justice (DEIJ) journey with efforts to deepen learning, better understand core concepts, and develop intercultural competence. More recently, multiple crises have resulted in a sense of urgency around longstanding and systemic issues of racism and inequity, accelerating MACP’s work on these issues across its organization. To advance this work, MACP developed, revised, and adopted its Vision Statement in December 2021 to provide a framework to guide its shared efforts. MACP’s DEIJ work is owned by everyone at MACP, and all are part of a shared journey to be effective in our work and achieve the impact we seek.

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.

About Margaret A. Cargill Philanthropies (MACP)

Margaret A. Cargill Philanthropies refers collectively to two grantmaking entities, Margaret A. Cargill Foundation (MACF) and Anne Ray Foundation (ARF). The two foundations have separate but overlapping boards and investment portfolios and 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. MACF’s assets are approximately $3.5 billion.
- Anne Ray Foundation is a supporting organization, which may make grants only to beneficiary organizations specifically named by Ms. Cargill. ARF’s assets are approximately $5 billion.

MACP’s well-developed Philosophy of Grantmaking underscores the values and guiding principles of Margaret A. Cargill by using education and innovation 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, have 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 in order to find solutions that are consistent with the values of both parties toward a goal of lasting community level impact. This is further reenforced in the MACP 2025 Strategic Vision and Goals, which is organized into three key goals:

- We are demonstrating lasting community impact and learning with our partners and from our program strategies.
- We are developing and utilizing diverse talents and knowledge.
- We have systems, processes, and practices that effectively support our collective work.
ABOUT OUR 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 will be implementing an innovative new approach to work arrangements in 2022. All MACP staff have a reduced work week, with half-day Fridays, year-round, and upon our return to the office, 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 focused on sustainable design practices. The original building renovation earned LEED Gold certification, and for the expansion, MACP earned LEED Platinum certification from the U.S. Green Building Council.

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 the 14th largest metropolitan area in the country. A unique blend of small town and major cosmopolitan hub, both urban cores boast a thriving business atmosphere. Saint Paul, as the state capital, is home to state government and has a more historical vibe. Minneapolis is the larger and more commercial of the two cities. Both cities share a common root of being river towns - and the great outdoors are still a major attraction for residents and visitors alike.

How to apply:
MACP is partnering with kp companies in this search. Applications can be submitted ONLINE HERE or if preferred, resumes and cover letters can be emailed to aiesha@kpcompanies.com Please include MACP – Program Officer Youth Camping & Swimming in the subject line.