



POSITION PROFILE

President and Chief Executive Officer
The Commonwealth Institute for Fiscal Analysis
Richmond, Virginia

ABOUT THE COMMONWEALTH INSTITUTE

The Commonwealth Institute for Fiscal Analysis (TCI) advances racial and economic justice in Virginia by advocating for public policies that are designed in partnership with people most impacted, and shaped by credible, accessible fiscal and policy research.

TCI's vision is that, in the coming years, people of color and people with low incomes have used their power to build new, inclusive systems of justice and opportunity in Virginia.

TCI respects, values, and celebrates the attributes, characteristics, and perspectives that make each person unique. Bringing diverse individuals together allows TCI and allies to collectively and more effectively address the issues that face Virginia communities. TCI further recognizes that we live and work in a society that is structured by racism and white privilege, both of which adversely impact communities of color. It is one of TCI's core values that its organizational culture, staff, partners, strategies, and investments advance racial justice within and beyond the organization.

Founded in 2006, TCI is a multi-issue organization with a particular focus on state budget and tax issues, health care, education, safety net policies, labor and wage issues, immigration, and criminal justice reform.

Known for its combination of credible and deep subject matter expertise, as well as strong strategic communications and issue campaign expertise, TCI is an anchor organization in the progressive movement in Virginia working with a wide array of partners and allies to tear down barriers to equity and ensure that all people in Virginia have the resources and opportunities to thrive.

Throughout its 15 year history, TCI has amassed an impressive record of achievements, including being a central player in the successful efforts to expand Medicaid, boost the minimum wage, protect and strengthen the state Earned Income Tax Credit, expand immigrant rights, improve Virginia's K-12 education funding system, reform costly tax breaks, and reform policies that lead to the criminalization of poverty in the state.

THE OPPORTUNITY

As TCI enters this next chapter after the departure of its founding President & CEO, it seeks an exceptional individual to lead the organization to achieve even greater levels of strategic influence, impact, and innovation.

The President & CEO will be responsible for continuing to successfully carry out TCI's mission, strategic vision, and financial objectives. The President & CEO will bring transparency and visionary leadership to all areas of TCI, providing oversight of the organization's operations, culture, values, talent and financial performance.

Reporting to the Board of Directors and leading a dynamic staff, the President will spearhead the development and implementation of strategies to ensure the operational and cultural health of TCI as it evolves to enable even greater impact.

TCI's 14+ person team consists of talented and skilled professionals with unique, deep expertise and knowledge of Virginia public policy and advocacy.

The TCI President & CEO will embody TCI's strong commitment to racial and social justice as outlined in the [organization's overview](#). The successful candidate will enhance operations and promote the organization, accelerating its impact, resource development and name recognition. This leader will also be a highly capable manager, demonstrating investment in and maintaining a presence with each of TCI's teams.

In collaboration with the Board and staff, the President & CEO will lead TCI into its next chapter, ensuring the organization's external presence and internal structures are aligned with its mission and vision for justice and equity for all Virginians, no exceptions.

This is a remarkable opportunity for an exceptional leader to join a pioneering organization and lead a group of passionate and talented professionals in transforming Virginia public policy to be more equitable and just.

KEY RESPONSIBILITIES

- Serve as an inspirational, innovative, and visionary leader for TCI, balancing a collaborative, relational spirit with strong fiscal acumen and discipline to ensure sustainability and continued impact for the organization.
- In collaboration with the Board of Directors and the staff, enhance and drive the overall strategic plan and organizational priorities to thoughtfully maximize capacity and resources to reach organizational goals.
- Strategically develop and maintain relationships with funding organizations and individual donors to support TCI's mission.
- Promote the organization's social justice aspirations, encouraging awareness and inspiring others to join in the mission of uprooting systemic racism and inequality in Virginia.
- Provide inspirational, supportive and empowering leadership for a diverse range of extraordinarily passionate, committed, and skilled staff members; foster a culture of openness, transparency, and collaboration.

- Apply a focus on thoughtful and intentional organizational development with a commitment to growth and development for team members at all levels; demonstrate attentiveness, availability, and willingness to invest in staff development and cohesion.
- Ensure the implementation of measures that advance the commitment to equity and inclusion.
- Serve as a compelling and persuasive spokesperson for TCI by effectively representing its mission, goals, and services to the Board, staff, policymakers, media, and both current and prospective partners and supporters.
- Inspire trust and confidence by developing and strengthening new and existing partnerships with key stakeholders and constituencies.
- The TCI staff has asked for voluntary recognition of a staff union. The current management and Board of Directors is negotiating a process to govern that voluntary recognition. The next President will need to negotiate a first contract with a newly certified union. TCI has previously adopted the position of the United Nations ILO Declaration of Human Rights that it is a fundamental human right of all workers to join or form a union.

CANDIDATE PROFILE

The most competitive candidates for the position will have the following personal and professional qualities, skills and characteristics:

Passion for the Mission

The President & CEO will embody TCI's values and mission to advance racial and economic justice in Virginia. The President & CEO will share a belief in and commitment to creating social change through data-driven public policy solutions. With a personal connection to the mission, the President & CEO will possess a deep drive and passion for engaging a wide range of stakeholders, from community members, grassroots organizers, lawmakers, and policy officials to funders in achieving TCI's vision.

Strategic and Operational Leader

Motivated by TCI's mission and values for community, vision, equity, and learning, the President & CEO will be a strategic and results-oriented leader with a strong track record of social justice leadership. An effective 'big picture' strategist, the President & CEO will understand and implement best practices for organizational management, ensuring that overall day-to-day operations are aligned with strategic goals. The President & CEO will also bring a demonstrated understanding of sound financial management practices and experience developing a robust partnership with a Board.

Deeply invested in staff voice, the President & CEO will be experienced in leading a dynamic and expert staff to meet organizational goals through teamwork and by effectively leveraging individual strengths.

Ambassador and Fundraiser

The President & CEO will have the profile and confidence to work comfortably in a highly visible role and to interact effectively with a broad range of constituents. The President & CEO will serve as the chief ambassador and fundraiser for TCI. The President & CEO will be able to convey TCI's mission, priorities and impact to a range of constituents, including donors, partners, policymakers, and community leaders. This will include being a good consumer of and speaker about TCI's research and policy products.

A successful fundraiser, the President & CEO will bring an appetite for establishing partnerships and connections with the funding community. This leader will have the ability to work closely with the Board and staff to nurture long standing donor relationships and cultivate new, diverse funding sources, including forging ties with individuals as well as local, regional, and national foundations.

With a core belief in the importance of community engagement, the President & CEO will strengthen awareness of TCI in communities across Virginia. The successful candidate will be a strong communicator who engages with and builds community by uplifting the voices of others.

Agent for Change

A proactive leader with the mindset to change the status quo and advance racial equity throughout Virginia, the President & CEO will have the ability to diagnose critical areas for attention, build shared understanding and implement clear strategies. The President & CEO's eye will be consistently focused on the future and how to best adapt TCI in a changing political and mission-driven landscape. The President & CEO will have experience adapting to external change by building and leveraging new approaches to address emerging challenges. The President & CEO must have the ability to think, plan, and act in a cross-functional, collaborative and integrative way. Fundamentally, the successful candidate will be an 'agent for change' in Virginia.

Champion for Racial Justice, Equity and Inclusion

The President & CEO will come to TCI as a thought leader with a deep commitment to racial justice, equity and inclusion. Equipped with a multi-faceted understanding of the evolving racial justice landscape, the successful candidate will lead the organization's efforts to develop shared language and strategies to challenge and dismantle oppressive systems, white privilege and other barriers to opportunity, and to move TCI forward in its ongoing journey to becoming an anti-racist organization. The President & CEO will have a thoughtful, empathic approach to advancing racial justice and will be known as an active listener and responsive, justice-oriented leader throughout the organization and externally.

A resourceful coach and capable facilitator, the President & CEO will have the ability to lead and guide the management team to work in partnership with all staff in support of a more diverse, equitable and inclusive environment. The President & CEO will be energized by the prospect of leading the organization's staff and Board of Directors in developing awareness, comfort and confidence to address and champion equity in all aspects of the organization, including, but not limited to: office culture, hiring, compensation, and advancement. Culturally competent, the successful candidate will have the character and integrity necessary to develop rapport with people of varying experiences, backgrounds and philosophies. Fundamentally, the right candidate will foster a culture where staff can bring their whole selves to work and thrive.

Inclusive and Engaged Leader

The President & CEO will be skilled at listening to and learning from others, with a deep belief in fostering a transparent, empowering and productive organizational culture by amplifying community, collaboration and partnership with staff. The President & CEO will be skilled at building effective relationships and fostering collaboration across TCI, guiding staff as they work in concert toward a broader vision and set of goals. An empathic, proactive, and values-driven leader, the President & CEO will be able to achieve consensus among differing opinions.

The President & CEO will also have a deep understanding of effective nonprofit management, with an inclusive leadership philosophy that assures the personal and professional development and growth of all employees.

EQUAL EMPLOYMENT OPPORTUNITY

TCI celebrates and encourages diversity. TCI provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity and/or expression, national origin, age, disability, pregnancy or any other status which may be protected by federal, state or local law.

SALARY and BENEFITS

This position would offer a salary range \$125,000-\$150,000 annually, depending on experience. TCI also provides generous benefits, including comprehensive health care, dental, and vision coverage; generous vacation leave; and a retirement plan with organizational matching contributions.

TO APPLY

Qualified candidates should submit a cover letter and a resume to TCI Board Chair Latoya Asia ([hiring@thecommonwealthinstitute.org](mailto: hiring@thecommonwealthinstitute.org)) for consideration.