The Community Foundation of Central Wisconsin inspires charitable giving by connecting people and resources to enhance Central Wisconsin now and for future generations. The Foundation is a tax-exempt, 501(c)(3) public charity founded in 1982 to provide scholarships and grants to organizations and projects that improve the quality of life in Portage and Waushara counties. We manage $30 million in assets and more than 250 funds that are working to enhance Central Wisconsin.

**The Community Foundation is seeking a full-time (40 or more hours per week) Chief Executive Officer to professional leadership and direction to the Foundation by assisting the Officers and Directors in maintaining an effective and viable organization.** The Chief Executive Officer is responsible for the administration of Board policies and plans for the day to day operation of the Foundation.

**Specific responsibilities include:**
• Public Relations and Foundation Development, Grants and Program Management
• Board and Committee support
• Fiscal Management
• Staff Operations Management

A Bachelor’s Degree majoring in business, marketing, communications, or a related field is preferred. A minimum of five years’ experience in marketing, public relations, sales and/or fundraising is required. Development or volunteer experience with a non-profit organization is helpful.

The Chief Executive Officer will be compensated based on market data and commensurate with experience. The position is full-time (40 or more hours per week) and includes contributions toward benefits. The Chief Executive Officer will report mainly to the Stevens Point office with occasional travel to Waushara County. Occasional night and weekend work may be required.

**To Apply:**
Submit your resume and cover letter that outlines your ability to provide a strong leadership role with a growing and passionate nonprofit organization. Applications should be sent to **Jim Koziol** by emailing jim@cfcwi.org or mailing a hard copy to the address below. Resumes must be received by **Monday, April 12, 2021. You can view the full job description online here:** <https://cfcwi.org/ceo-search/>

**Mailing Address:**
Community Foundation of Central Wisconsin
Attn: Jim Koziol
1501 Clark Street
Stevens Point, WI 54481

**Our Mission**
Together with our generous donors, we create a strong culture of philanthropy in Central Wisconsin. We connect donors to the causes they care about most. Our work is driven by the belief that when we give together our communities will grow forever. Our vision is that Portage and Waushara counties are thriving communities with a strong culture of philanthropy.

**Our Values**Generosity
Integrity
Collaboration
Inclusivity
Sustainability