

**COMMUNITY LEADERSHIP OFFICER  
CENTRAL INDIANA COMMUNITY FOUNDATION**

If you want colleagues who are smart, dedicated and passionate about creating a Central Indiana where every individual has an opportunity to reach their full potential – no matter their place, race, or identity – then welcome to Central Indiana Community Foundation (CICF). CICF is seeking a person to serve as liaison between not-for-profits, the community, and our constituents, advising on the grantmaking process and community issues.

This full-time position, working with senior officers, will manage a portfolio of activities in the grantmaking and community engagement process, serve as a convener for community issues and facilitate Foundation leadership priorities, including a commitment to opportunity, racial equity and inclusion. This position requires strong knowledge of the not-for-profit community, excellent organizational, analytical and evaluation skills as well as outstanding customer service skills.

The foundation is looking for self-starters who are organized, flexible and creative. Professional presence, relationship building skills, and the ability to interact effectively with a variety of people are essential. CICF has an open corporate culture of racial equity, teamwork, creativity, dedication and inclusion. Every staff member believes it is an honor and a privilege to serve the Central Indiana community and candidates should have values, interests and a work style that are compatible with this philosophy.

A bachelor's degree and five years prior experience in the not-for-profit or public sector is preferred. Ability to organize, facilitate, and manage projects and meetings efficiently and effectively is required.

Interested persons should submit a detailed cover letter and resume by **January 31, 2019**. Apply via our website at: [www.cicf.org /About Us/Careers](http://www.cicf.org/About%20Us/Careers) or [Click Here](#).