



W.K. Kellogg Foundation Talent Officer - Battle Creek, MI

EXECUTIVE SUMMARY

The W.K. Kellogg Foundation, a leading philanthropic institution helping communities create the conditions children need to thrive, is seeking nominations and applications for a Talent Officer. In recent years, the foundation has sharpened its focus on improving conditions for vulnerable children, concentrating on three key factors of success and their intersections: thriving children, working families and equitable communities. WKKF partners closely with stakeholders and policy makers to co-create a network of organizations working together to advance racial equity, leadership, and community engagement while increasing access to quality education, healthy food, and economic stability for children and families in need. Embedded within all we do are commitments to advancing racial equity and racial healing, to developing leaders and to engaging communities in solving their own problems. We call these our DNA and believe they are essential to creating the conditions that propel vulnerable children to achieve success. This sharpened focus has highlighted the need for a thriving workforce of agile leaders at the foundation who can leverage their expertise across traditional silos of content and hierarchy and break down barriers to positive systemic change and impact both within and outside of the foundation.

Reporting to the Vice President for Talent and Human Resources (THR) and working collaboratively with dedicated THR, Talent Success, and Leadership Development core teams, the new Talent Officer will be responsible for contributing to the development and implementation of talent strategy, recruitment, and learning and development for the foundation. S/He/They will partner with the senior core team leadership of the foundation to set priorities for human capital development and internal capacity building, ensuring that foundation talent programs and systems reinforce the organization's ability to transform grantmaking. As a member of this strategic team, the Talent Officer will leverage both internal and external consulting resources to ensure effective recruitment, retention, and talent pipeline development for the foundation and its employees and leverages their intrinsic and learned talents in effective ways. S/He/They will also act as a spokesperson for the W.K. Kellogg Foundation, effectively communicating the foundation's goal of partnering with communities to improve the well-being of children and their families.

The ideal candidate will be a mission-driven leader with comprehensive knowledge of best practices in human capital management, recruitment, and learning and development. S/He/They will bring an understanding of how equity, diversity, inclusion, and impact are integrated into organizational development, talent pipeline development, workforce planning, and recruitment and retention processes and will have demonstrated success in the development of talent management initiatives. The successful candidate will be a holistic thinker who understands how to build strategic relationships

both within and outside of the organization and will possess a strong team orientation, a high tolerance for ambiguity, the ability to adapt quickly to change, the ability to travel nationally and internationally, and demonstrated success working effectively with persons from diverse cultural, social, and ethnic backgrounds. The new Talent Officer will be committed to the values and mission of the W.K. Kellogg Foundation.

The W.K. Kellogg Foundation is being assisted in this search by Katherine Jacobs and Whitney Herrington of the national search firm [NPAG](#). Please see application instructions at the end of this document.

HISTORY AND MISSION

In 1930, breakfast cereal pioneer Will Keith Kellogg donated \$66 million in Kellogg Company stock and other investments “to help people help themselves,” launching the W.K. Kellogg Foundation. The foundation began its work in Michigan, but by the 1940s had expanded its work internationally and was breaking ground in areas such as rural children’s health, “mainstreaming” children with disabilities, and the development of the healthcare profession. By its 50th anniversary, the foundation was among the world’s largest private philanthropic organizations. Its mission reflects the foundation’s core priorities of thriving children, working families, and equitable communities, and the dynamic connection between the three.

“The W.K. Kellogg Foundation supports children, families, and communities as they strengthen and create conditions that propel vulnerable children to achieve success as individuals and as contributors to the larger community and society.”

To advance this mission, the W.K. Kellogg Foundation created a framework supported by an innovative and agile networked organizational design to prioritize investment decisions and maximize effectiveness toward achieving the desired ends and improvements for children and their families. This new framework supports disciplined choices toward targeted outcomes and stronger alignment across programs. It is a focused and networked approach to strategic programming that relies on close cross-foundation collaboration and agile teams to leverage human capital and knowledge resources to positively impact vulnerable children, families, and communities. Across bodies of work, the foundation implements an array of change-making tools – grantmaking, impact investing, contracting, networking, and convenings – to ensure progress. A commitment to racial equity, community engagement, and leadership development are woven into each endeavor as essential to the creation of a social context in which all children can thrive, particularly the most vulnerable.

TALENT STRATEGY AND HUMAN CAPITAL MANAGEMENT AT WKKF

The W.K. Kellogg Foundation and its leadership have a history and commitment to ensuring all systems and activities of the foundation support its work to positively impact children and families. In recent years, WKKF’s sharpened programmatic focus has led to a reimagining of team structures and internal decision-making to ensure grantees are experiencing a more effective, agile, and responsive

partnership with the foundation. Leaders at the foundation have the opportunity as part of this process to review and revise the talent strategy function to be as effective as it can be as a critically important and highly dynamic force affecting the success of the goals of the foundation's programmatic work. The Talent team consists of seven full time professionals in HR, many with long-standing tenure and success in support of the foundation's hiring and ongoing talent management work, including dedicated leadership in personnel management, professional development, and HR policy, benefits, and compensation. Additionally, team members in leadership development, organizational effectiveness, and change management are leveraged internally and externally to support strategic planning and team development toward the achievement of programmatic goals. The Talent Officer will work collaboratively across these teams and in partnership with consultants who support the external networking and recruitment efforts for key positions.

Opportunities and Challenges Facing the TALENT OFFICER

The new Talent Officer will partner closely with the WKKF Talent team and leadership to guide, build, and implement talent strategy at the foundation. S/He/They can expect to engage in the following challenges and opportunities:

- ***Provide leadership and oversight for the implementation of talent programs and systems that are aligned and integrated with the unified mission and vision of the foundation.***

The new Talent Officer will work in partnership with core team leadership of the foundation to refine roles and priorities for recruitment and talent development. S/He/They will work in collaboration with these teams to identify opportunities for leadership, thought partnership, capacity building, and pipeline development both within and outside of the foundation in support of program goals. She/He/They will also collaborate with core team leaders and THR to manage change efforts, including but not limited to system, process, professional development, and organizational role changes. The Talent Officer will have the opportunity to bring the lens of racial equity, diversity and inclusion to all talent programs and systems.

- ***Support strategic talent recruitment efforts across the foundation.***

The Talent Officer will develop a strong network of key stakeholders, external recruitment partners, community leaders, and grantees that support the foundation's mission and inform and advance its work across the nation and internationally. S/He/They will work closely with core leadership, consulting partners, and other HR team members to manage recruitment that taps networks of leaders nationally and globally and invites them into the work of the foundation. S/He/They will also advise leadership in navigating the barriers to successful recruitment of desired talent in the field and will contribute to efforts to strengthen the overall employment proposition for WKKF.

- ***Lead and support talent development efforts across the foundation.***

In collaboration with core teams in Talent Success, Transforming the Foundation, and Leadership Development, the Talent Officer will lead and/or support the creation and implementation of innovative learning strategies and tools that embrace new technology and multi-faceted delivery approaches and

improve performance and productivity of the foundation's staff. This includes assisting in the development and execution a career development framework that supports the professional growth and career aspirations of WKKF staff. She/He/They will also support and collaborate with the organization's Talent Development core team to co-create and disseminate leadership development strategies for foundation leaders.

- ***Establish systems for managing and monitoring talent.***

The Talent Officer will work with THR and program leadership to identify critical industry meetings, conferences, and organizations that support human capital development in the philanthropic sector and beyond. S/He/They will represent WKKF in the field and will build relationships across the sector to ensure a consistent and circular flow of learning and development of best practices in the field. S/He/They will also advise on the development of software and systems to track and retain knowledge about talent in the field for use in both recruitment and programmatic work.

- ***Develop a talent pipeline in concert with the foundation's national and international networks.***

The Talent Officer will connect with the foundation's leadership in its priority place offices in Michigan, Mississippi/New Orleans, New Mexico, Mexico and Haiti as well as its national grantmaking and fellowship alumni leadership to map networks and build broad, cross-sector relationships in support of a living and interconnected network of leaders who support the work of the foundation.

- ***Build awareness of strategic talent acquisition initiatives and efforts.***

Partnering with Communications and other leaders, the Talent Officer will develop and build the employment identity of the W.K. Kellogg Foundation and serve as a credible, articulate representative and spokesperson for the foundation communicating the organization's strategic direction and recruitment interests to various audiences, internal and external to the foundation.

QUALIFICATIONS OF THE IDEAL CANDIDATE

While no one person will embody all of the qualities enumerated below, the ideal candidate will possess many of the following professional and personal abilities, attributes, and experiences:

- Significant work experience (eight plus years) in search, human capital management, human resources, organizational development, learning and development or another field relevant to the responsibilities outlined above, and a deep and comprehensive understanding of the nexus of strategic talent development and systems change; a bachelor's degree is required and an advanced degree in a relevant field is preferred;
- Demonstrated experience cultivating relationships internally and externally to drive forward a mission;

- Experience working with relationship management software and database systems to track and maintain strong and nuanced relationships with a wide range of contacts;
- Well-established networks and contacts, and deep experience leveraging those contacts toward strategic talent management and development;
- Deep commitment to equity, diversity, and inclusion in the advancement of processes and programs to develop and advance recruitment and talent strategy at the foundation;
- An entrepreneurial spirit and the ability to translate concept to action; a demonstrated orientation to be innovative and agile;
- Successful experience working as part of a multidisciplinary team and working effectively with persons from diverse cultural, social, and ethnic backgrounds; willingness to set aside a personal agenda in favor of organizational and/or community goals and objectives;
- Strong relationship building and communication skills; the ability to have authentic dialogue around sensitive issues including funding priorities, WKKF expectations, and community concerns; highly developed emotional intelligence and active listening skills, and the ability to use interpersonal and political skills in collaborative, diplomatic ways;
- Strong experience with behavioral based interviewing techniques and interview structure development to support fair, data driven, and effective decision making;
- Excellent writing, editing, analytical, and oral communication skills including the ability to collect, review, synthesize, and present information and findings;
- Ability to multitask and meet deadlines within designated timeframes, as well as demonstrated resourcefulness in setting priorities; strong organizational skills and exceptional attention to detail with the ability to work independently, take initiative, and contribute ideas for enhancing performance;
- An optimistic outlook and the humor, integrity, and patience necessary to work within a transformative environment; and
- Ability and willingness to travel up to 25%.

APPLICATIONS AND NOMINATIONS

The search is being led by Katherine Jacobs and Whitney Herrington of NPAG. Due to the pace of this search, candidates are encouraged to apply as soon as possible. [To apply please click this link](#) or go to nonprofitprofessionals.com/current-searches. Applications should include a cover letter describing your

interest and qualifications, your resume (in Word or PDF format), and where you learned of the position. Please send questions about the role to WKKF-TO@nonprofitprofessionals.com.

The W.K. Kellogg Foundation is an equal opportunity employer and proudly values diversity. Candidates of all backgrounds are encouraged to apply.