



**The W.K. Kellogg Foundation  
PROGRAM OFFICER - MICHIGAN**

## EXECUTIVE SUMMARY

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The W.K. Kellogg Foundation, a leading philanthropic institution helping communities create the conditions children need to thrive, is seeking nominations and applications for Program Officer for its Michigan Programs. 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: education and learning; food, health and well-being; and family economic security. The foundation has made a generational commitment to grantmaking in the region that advances the vision of a future in which every child thrives. WKKF partners closely with community stakeholders and policy makers to co-create a network of organizations working together to advance economic stability, racial equity, and community and civic engagement, while increasing access to quality education, healthy food, and medical care for children and families in need.

Reporting to the Director of Michigan Programs, the Program Officer will provide leadership and oversight for on-the-ground execution of program efforts that nurture opportunities for achieving positive systemic change for better education, health, and economic outcomes for children and their families throughout the state of Michigan. The Michigan team works in offices in Battle Creek, Detroit, and Grand Rapids and is a critical place-based team at the foundation. Particular areas of interest related to WKKF priorities as the Michigan Programs team grows include early childhood and education systems, employment equity, and equitable economic development. The Program Officer will screen and recommend grants for funding, conduct site visits, manage and monitor a portfolio of grant programs aligned with the strategic framework, and collaborate within the Michigan Programs team and across the foundation to develop a more interdisciplinary approach to grantmaking. The Program Officer will maintain strong, authentic relationships with grant seekers and grantees and 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 have expertise and leadership experience in the areas of early childhood education, economic development, or employment equity, and will be committed to the values and mission of the W.K. Kellogg Foundation. She/He/They will have a deep and comprehensive understanding of program execution and development. The Program Officer will have the cultural fluency to curate a portfolio reflective of a community's needs and to be responsive to the wisdom of local mores and leadership. She/He/They will possess a strong team orientation, a high tolerance for ambiguity, the ability to adapt quickly to change, and success working effectively with persons from diverse cultural, social, and ethnic backgrounds.



The search is being led by Katherine Jacobs and Courtney Thomas of Nonprofit Professionals Advisory Group. Due to the pace of this search, candidates are encouraged to apply as soon as possible. Applications including a cover letter describing your interest and qualifications, your resume (in Word format), salary history and where you learned of the position should be sent to:

[WKKF-POMI@nonprofitprofessionals.com](mailto:WKKF-POMI@nonprofitprofessionals.com). In order to expedite the internal sorting and reviewing process, please type your name (Last, First) as the only contents in the subject line of your e-mail.

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