



**Program Officer – Racial Equity  
Battle Creek, Michigan**

**EXECUTIVE SUMMARY**

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The W.K. Kellogg Foundation, a leading philanthropic force helping communities create the conditions children need to thrive, is seeking nominations and applications for Program Officer in the area of Racial Equity. 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.

A disproportionate number of vulnerable children in our society are children of color, a consequence of both the legacy of this nation’s history of racial oppression and the structural racism that continues to permeate systems and institutions. For this reason, both racial healing work and the dismantling of structural racism are key ingredients in any effort to, as the foundation’s mission statement reads, “propel vulnerable children to achieve success as individuals and as contributors to the larger community and society.” Thus, the foundation actively pursues racial equity through healing efforts and the eradication of structural racism as an explicit approach of its programming.

Reporting to Director for the Office of the President, Arelis Diaz, the program officer will identify and nurture opportunities to support racial equity and healing efforts and positive systemic change, and serve as a thought partner on racial equity and healing across the foundation’s work. She/he/they will lead and oversee on-the-ground execution of program efforts in the area of racial equity, and manage a portfolio that includes WKKF’s investments in the national Racial Equity Anchor Collaborative, a unique partnership of leading national organizations dedicated to racial equity and racial healing. The program officer will also develop and maintain additional strategic external partnerships with colleague foundations, businesses, governmental agencies, and other key decision-makers to further the foundation’s mission to bring sustainable improvement to communities.

The ideal candidate will have significant experience (8+ years preferred) successfully leading racial equity work and will bring a nuanced expertise of race, racism, and how racial healing and reconciliation can manifest in communities to advance systemic change. The successful candidate will be a strategic partner to grantees and other foundation team members, a skilled facilitator, and will bring the ability to co-create solutions, draft strategies, and critically analyze challenges in order to accomplish the work of equity. She/he/they will bring deep and varied experiences in community engagement, leadership development, coalition building, nonprofit leadership, and/or other related areas. She/he/they will be able to translate concept into action and will possess a strong team orientation, a tolerance for ambiguity, the ability to adapt quickly to change, and the skill to work effectively with persons from diverse cultural, social, and ethnic backgrounds.

The search is being assisted by NPAG. Please see application instructions at the end of this document.

## HISTORY AND MISSION

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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 50<sup>th</sup> 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 matrixed 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.

## RACIAL EQUITY AND RACIAL HEALING AT WKKF

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The idea of race has been used to sustain a false hierarchy of human value that favors some racial groups over others (e.g., privileging “whiteness”) and determines access to resources and opportunities. Racial equity, WKKF believes, affirms that all people, regardless of their racial/ethnic group identification, skin color, or physical traits, deserve an equal opportunity to experience well-being in a just society. Achieving racial equity means that a person’s identity would not determine how he or she was treated or predict life outcomes. Racial equity requires both systems transformation and racial healing.

Since 2015, WKKF has made a full commitment to embedding racial equity into its programming and operations--its DNA--both internally and externally. This stance and the ways in which it is woven into the fabric of the foundation's work sets it apart from other philanthropic organizations and has become the number one reason given by new staff for joining the team.

Across the foundation's bodies of work, regardless of the methods and tools employed, racial equity is woven into each endeavor and embedded in the change WKKF supports. WKKF has made a significant investment in the collaboration of national leading racial equity organizations – “Anchor Institutions” – to promote racial equity, advance racial healing, and ensure that all children, families, and communities have

opportunities to reach their full potential. Additionally, the foundation has launched specific initiatives centered on racial equity, including:

**Solidarity Council on Racial Equity (SCoRE)**

Consisting of recognized global change leaders in advocacy, the arts, business, education and media, SCoRE members work together with WKKF to contribute insight and creative energy to advance racial equity and create a platform for collective action.

**Truth, Racial Healing & Transformation (TRHT)**

Launched in 2016, TRHT is a comprehensive, national and community-based process to plan for and bring about transformational and sustainable change and to address historic and contemporary effects of racism.

**National Day of Racial Healing (NDORH)**

Launched in 2017, the NDORH is an annual call to action for racial healing for all people. It is an opportunity to bring people together in their common humanity and take collective action to create a more just and equitable world.

**WKKF Community Leadership Network**

As a world-class leadership development program in the United States, the WKKF Community Leadership Network will equip the next generation of leaders to bridge the divides in our society and build a more equitable future for all.

To read more about WKKF and its racial equity and racial healing work, please visit [www.wkkf.org](http://www.wkkf.org).

**OPPORTUNITIES AND CHALLENGES FACING THE PROGRAM OFFICER**

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The program officer will join an extraordinary team of individuals focused on advancing racial equity. Reporting to Arelis Diaz, Director for the Office of the President, the program officer will identify and nurture opportunities to support racial equity and healing efforts and lead execution of program efforts, often in partnership with other program officers. Specifically, the program officer will:

**Contribute to the overall vision and strategic direction for racial equity programming and support and partner with program teams to embed racial equity into new efforts across the foundation’s program areas.** The program officer will bring an understanding of national and international trends, efforts, and developments in the fields of racial equity and racial healing and work with key internal partners to identify and recommend grantmaking opportunities that leverage WKKF investments for maximum impact in creating systemic change. She/he/they will demonstrate flexible, multidisciplinary thinking and an ability to be driven by immediate issues and opportunities found in communities and across issue areas, rather than being limited to a departmental organization of the Foundation’s programs.

**Lead and oversee the on-the-ground execution of racial equity program efforts, including: identifying new grantees and partners; screening and recommending grants for funding; conducting site visits; preparing funding documents; supporting facilitation of racial equity convenings and collaborations; and managing and monitoring a grant portfolio.** The program officer will work closely with the DNA team and other relevant foundation staff to provide high-level technical assistance to grantees, including consultation on

model development, partnership negotiation, leadership capacity building, and coaching. She/he/they will maintain strong, authentic relationships with grant seekers and grantees, ensuring an understanding of and alignment with WKKF program direction, goals, and expectations.

**Identify and nurture opportunities for effecting positive systemic change.** The program officer will join a team responsible for grantmaking nationally, specifically to advance key campaigns for racial equity, such as those working toward fair and equitable elections, and the 2020 Census. She/he/they will build and sustain relationships with and collaboratively convene both established and emergent leaders engaged in racial equity work.

**Create learning communities and collaborative networks amongst grantees and partners, develop and manage learning and evaluation components for grants, and cultivate a wide breadth and depth of knowledge about trends and innovative best practices in racial equity and racial healing work.** The program officer will work closely with WKKF's Learning and Impact team to incorporate assessment components into program efforts to measure progress and impact. She/he/they will document and circulate lessons learned from grant investments, networking meetings, convenings, and other foundation-related activities. The program officer will work collaboratively across the foundation to identify and prioritize knowledge and learnings, and facilitate the strategic dissemination of its knowledge and learning to benefit nonprofit executives, business leaders, government officials, community leaders, and other external stakeholders of the foundation.

**Develop and steward strategic relationships to leverage participation of other foundations, businesses, governmental agencies, and other key decision-makers in alignment with WKKF commitment to racial equity, core values, and program interests.** The program officer will understand and effectively communicate the foundation's mission, vision, core values and strategic direction, convening groups of key stakeholders and intermediaries and articulating explicit change strategies as appropriate.

## QUALIFICATIONS OF THE IDEAL CANDIDATE

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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 (8+ years preferred) successfully leading racial equity and healing work at national, organizational, and systemic levels. Demonstrated application of holistic and multi-dimensional concepts and approaches to community change in a relevant field, including but not limited to: community engagement, organizational change, leadership development, coalition building, and nonprofit leadership. Thorough knowledge and grasp of systemic change and the ability to identify and co-create the levers of change is critical.
- Accurate and current knowledge about national and regional trends, movements, and policy development to stimulate appropriate programming and capitalize on emerging opportunities in the areas of racial healing, community engagement, and the dismantling of structural racism. Engagement in international racial equity issues is a plus.
- Demonstrated success in forging and stewarding partnerships with the private sector, government agencies, multi-lateral organizations, foundations, policymakers, and stakeholders in support of

racial equity. The ability to think globally while working locally, representing WKKF to a variety of stakeholders and intermediaries in an influential and values-focused way.

- Ability to work effectively within communities, including appreciating historical contexts, discerning nuances of relationships and power dynamics, understanding racial/ethnic realities, and respecting community needs and desires.
- 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, communication, and facilitation skills. The ability to participate in and facilitate authentic dialogue around race. Highly developed emotional intelligence, cultural awareness, and active listening skills, and the ability to use interpersonal and political skills in collaborative, diplomatic ways.
- Excellent writing, editing, analytical, and oral communication skills including the ability to collect, review, synthesize, and present information and findings. Sound judgment and the ability to make complex, multi-dimensional decisions based on both facts and experience.
- Ability to multitask and meet deadlines with demonstrated resourcefulness in setting priorities. Strong organizational skills and exceptional attention to detail with the ability to take initiative and contribute ideas for enhancing performance.
- Optimistic outlook and the humor, integrity, and patience necessary to work within a transformative environment. Conflict resolution, mediation, and community-building skills are a plus.
- A bachelor's degree in sociology, history, political science, faith-based studies, ethnic studies, nonprofit management or a related field is required.
- The ability and willingness to travel; travel can account for 50-70% of work effort.

## APPLICATIONS AND NOMINATIONS

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The search is being assisted by Callie Carroll and Yuniya Khan of [NPAG](#). 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, and where you learned of the position should be sent to: [PORacialEquity@nonprofitprofessionals.com](mailto:PORacialEquity@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.***