

GMA Seeks Chief Executive Officer

About GMA

[GMA Foundations \(known as GMA\)](#) helps donors define and reach their philanthropic goals with expert advice and comprehensive services. We are a trusted ally and a guide to greater impact, meaning, efficiency, and clarity. As both managers and advisors in philanthropy, GMA provides customized, comprehensive services in [these essential areas](#):

- Grant strategy and program management
- Administration
- Financial management and bookkeeping
- Consulting and facilitation

Our employee-owned firm was founded in 1982 by three partners, including Mary Phillips who has led GMA in the CEO role for the past 15 years and is now preparing to step down. The founders built a collegial professional services organization, known for our expertise and flexibility. Today we are a team of 20 working with more than 40 private foundations, donor advised funds, and giving programs, over half of which are family philanthropic entities. Headquartered in Boston, MA, GMA supports grantmaking across New England, the USA, and the globe.

GMA's Values and Commitment to Diversity, Equity, and Inclusion

GMA's mission is rooted in our belief in the transformative nature of philanthropy, that each of us in this field has the capacity to help shape a more just and equitable future. We stand by this core belief, yet grapple with the structures and dynamics of philanthropy that reinforce historical and ongoing injustices such as economic inequality and racial oppression. Acutely aware of enormous societal challenges, we reaffirm our responsibility for realizing philanthropy's potential – in ourselves, in our firm, and in our work.

Since 2019 we have accelerated our efforts to become more diverse, culturally competent, inclusive, and equitable. This is an ongoing journey, which is guided by a set of core [values](#) and by specific DEI goals set forth in a plan of action, accountability, and growth. We are currently measuring our progress in this area against four overarching goals:

- Advance an inclusive culture, based on trust, learning, and openness
- Support each staff member in reaching their goals and in sharing responsibility for GMA's success
- Prioritize diversity in recruitment and hiring
- Center DEI in our client work

Opportunity Going Forward

Over the past 40 years, GMA has earned a reputation as one of the most agile philanthropy-facing organizations in the country through the consistent and dedicated delivery of high-quality services

to our clients. Today, we are in the midst of a dramatic transition of the players, expectations, and contexts of philanthropy, inviting us to explore new business opportunities in our role as a valued partner. GMA's employee-owned business model and team approach are ingrained in our culture and evident in high levels of employee engagement in our success. Together, this team is ready to chart new directions for the next decade.

GMA seeks an imaginative leader who believes in the power of philanthropy and loves thinking about business strategy. Our next Chief Executive Officer (CEO) will have a clear vision for building on the firm's strengths and the capacity to manage to the goals of a small but ambitious professional services firm. High priorities for the next CEO will focus on the following areas of organizational development and impact:

- **Equity and inclusion.** We must continue to build momentum on our commitment to examining and reshaping the practices in philanthropy that reinforce historic inequities.
- **Team development.** Our work is fueled by our exceptional expertise and deep client relationships, which stem from our talented and dedicated team members. We will continue to build pathways for learning, growth, and advancement within the firm, while ensuring staff are able to balance their professional and personal lives.
- **Marketing and visibility.** We have worked hard to build a respected reputation and are eager to share our insights more broadly and seize on the potential for growth.
- **Operations redesign.** Our clients' needs push us to stay nimble, maximize efficiencies, and continue to offer a full range of excellent services at a reasonable cost. We are prepared to re-assess our priorities for service delivery and marketing strategy.
- **Data culture.** Effective philanthropy thrives on data, analytics, and feedback. We want to do more to create a data culture that supports staff teams and foundation clients. We are also ready to implement the next wave of technological shifts in the company.
- **Collaborative partnerships.** The social capital of every staff member is part of our value proposition. Our history of collaboration and networking with our funder colleagues and nonprofit partners has barely scratched the surface.
- **Service Offerings.** The world as a whole, and philanthropy as an agent of change within it, are changing day by day. We will explore and embrace new service offerings and business development opportunities that build on our promise of effective and joyful giving.

Desired Credentials/Profile of the Ideal Candidate

- Experience in and passion for the power of philanthropy as a force for good
- 10+ years of management experience in a leadership role in a philanthropic institution, private business or a public nonprofit organization
 - Experience successfully leading such an organization through a period of significant growth and change *preferred*.
- Masters' Degree in management, business administration, planning, philanthropy, or a related field *preferred*.

Skills and Experience

Trusted Leader with Philanthropic Expertise and Business Acumen

- Established reputation and strong network in the field of philanthropy or wealth management/advisory services
- Strategic thinker who can adeptly assess opportunities for expansion and operational improvement in a service-focused business, with a focus on capacity, sustainability, profitability, and impact
- Credible leader known for taking a facilitative approach to change management within and in consultation with complex organizations
- Demonstrated knowledge of contemporary philanthropic strategies and trends; foundation and trust relationships; grantmaking strategies and evaluation criteria; and best practices in governance
- Prior responsibility analyzing, managing, and implementing strong financial plans
- Knowledge of 501(c)(3) organizations and regulatory environments

Exceptional Business Developer and Networker

- Able to clearly and passionately articulate GMA's purpose, values, and value proposition to a wide variety of audiences
- Proven ability to retain, secure, manage, and grow high-quality client relationships
- Adept at identifying and cultivating individual relationships and organizational partnerships focused on advancing GMA's work
- Compelling verbal and written communicator with the ability to regularly convey insights through written content for clients and the field
- Comfort and delight in serving as the primary external representative of GMA in local and national contexts, via partnerships and speaking engagements, at in-person and online events, as well as on social media.

Imaginative, Collaborative and Inclusive Team Leader

- Demonstrated commitment to Diversity, Equity, and Inclusion (DEI) and experience shifting organizational policies and practices to foster a more diverse and inclusive environment, where all team members feel valued and supported.
- An active listener with the desire to learn from people with multiple perspectives before acting and equally comfortable making and communicating the ultimate decision
- Adaptable and open to new ways of operating, including experience successfully advancing the technology used within an organization
- Proven ability to spot and grow talent through individual commitment and the creation of career pathways and professional development opportunities
- Invested people manager and mentor who cares deeply about staff wellbeing and is accessible, approachable, and authentic

Compensation and Benefits

GMA offers competitive salaries, generous benefits, and participation in employee ownership of the firm. The CEO salary is based on a blend of positions with comparable levels of responsibility in

philanthropy and in the nonprofit and professional services sectors. We anticipate the starting salary for this position to be in the range of \$150,000 - \$170,000. Total compensation also includes opportunities for equity in the firm and a range of benefits including a retirement plan (401k); medical, dental and vision insurances; medical and dependent care FSA; life and long-term disability insurances; paid family and medical leave; and paid time off that includes 11 holidays, 2 personal days, 15 vacation days and accrued sick time.

Work Environment

GMA staff members work at GMA's Boston office or may take advantage of our hybrid work policy, with at least two-days in our Boston office weekly. The ideal candidate for CEO will be willing to be at the office as frequently as needed. Our regular work hours are 9am to 5pm. Our work schedule may include regular early morning and evening meetings, and occasional weekend meetings. Flexible office hours are arranged, as appropriate. We will make reasonable accommodations under the guidelines of the Americans with Disabilities Act.

GMA staff occasionally travel to various locations, urban and rural, to participate in client meetings and educational programs. Valid drivers' license or ability to travel by public transportation is required.

Application Process and Additional Information

Candidates must include a resume and a cover letter that describes how the candidate's qualifications and experience match the needs and mission of GMA. Applications will be accepted until the position has been filled. Upload required documents to:

[https://eostransitions.applicantpool.com/jobs/.](https://eostransitions.applicantpool.com/jobs/)

Eos Transition Partners consultant Erin Cox is managing this search. All submissions will be acknowledged and are confidential, and any questions can be submitted to Erin at ecox@eostransitions.com.