



Seeks Vice President

Organization Overview

The mission of the BESS Family Foundation is to foster kindness and caring for the earth and all beings through mindfulness and meditation practices. We are a private family foundation based in Massachusetts and our focus is on work at the intersection of mindfulness and meditation and the impacts of climate change and biodiversity loss.

The BESS Family Foundation dedicates approximately \$2 million each year to support organizations working where ecological crisis, climate change, and contemplative practice are connected. We are committed to building an anti-racist community of deep practitioners who use mainstream mindfulness, Buddhist meditation practices, and Indigenous earth-based practices to play a positive role in helping individuals cope with challenges and work toward solutions that benefit all beings. In addition to funding this vital work, we actively engage in convening and learning alongside our partners. Our program areas include:

Earth Awareness Mindfulness and Meditation

Most of our funding supports organizations who work with experienced practitioners to explore and address the impacts of climate change. Examples of the types of interesting and innovative projects we support include:

- Mindfulness and meditation courses focused on earth awareness, eco-dharma, climate change, and/or the environment
- General support in responding to ecological crises and updating infrastructure
- Earth awareness retreats
- Integrating earth awareness practices into new and existing programs
- Retreat centers who are offering earth awareness and/or climate responsiveness/resilience programming

Earth Awareness Community Retreats

We are sponsoring a series of Earth Awareness Community Retreats in the US over the next three years (2025 – 2027). Our goal is to foster community among teachers and other practitioners whose interests are focused on the intersection of mindfulness/meditation and climate change.

MBSR and Earth Awareness Project

We are exploring how Mindfulness Based Stress Reduction (MBSR) teachers might address their own and their students' concerns about climate change and biodiversity loss within the MBSR curriculum.

Tribal Nations and Buddhism Conversations

The Tribal Nations and Buddhism conversations explore the intersection of Native earth awareness practices and those of mainstream and Buddhist mindfulness practitioners. The goal of this new program

is to identify ways to respectfully interact with tribal nations members and to share those learnings with our partners, as well as nurture support for elders who are bringing mindfulness into their communities.

Earth Awareness Teacher Training

Our Earth Awareness Teacher Training is a pilot curriculum created in response to the accelerating climate crisis. The aim of this accessible curriculum and pilot program is to prepare facilitators to guide themselves and others into deeper connection with the living Earth to cultivate ecological literacy, embodied presence, and a sense of sacred reciprocity with the natural world.

Position Summary

The BESS Family Foundation is seeking a Vice President to be responsible for the internal operation of the foundation, program design, and grantee and field relationships. This is a new position, and it is expected that the Vice President will work closely with the foundation's Founder and Trustee and report to her.

The foundation currently employs four staff members and one contractor. As a private nonoperating foundation, the BESS Family Foundation receives its funding from the trustee's family. Budgets for payroll and grant funding are at the discretion of the Trustee. We do not raise funds or seek grants. The BESS Family Foundation will cease funding in 2030, and the Vice President will be responsible for winding down operations.

The position responsibilities are to:

- Oversee daily operations and ensure alignment with organizational goals. Develop and implement operational strategies that enhance efficiency and effectiveness.
- Lead and manage staff and contractors and foster a culture of collaboration. Manage the performance review process.
- Stay abreast of what is happening in the field. Collaborate with staff and grantee partners to evaluate and enhance foundation program effectiveness and impact.
- Support the design and implementation of new programs and initiatives that align with the organization's mission.
- Create a roadmap for the spenddown of foundation funding and drive its implementation.
- Represent the organization at external events and meetings.
- Manage payroll and grant budgeting; analyze and present financial reports to the trustee.
- Ensure that sound IT and data management processes and protocols are in place and being executed. Maintain a working knowledge of software subscriptions and contracts to ensure usefulness and value.
- Ensure compliance with all regulatory requirements and best practices in nonprofit governance. Identify and mitigate risks to the organization's operations and reputation.

Candidate Qualifications

The ideal candidate will have:

- An established meditation or mindfulness practice
- 10+ years of professional experience in operations and management, ideally in a non-profit organization leadership role
- Proven track record in operational management, including creating and managing budgets and processes and protocols for IT and data management

- Program design and oversight experience
- Excellent leadership, people management, and interpersonal skills, and a collaborative nature
- Very strong written and verbal communication skills
- The personal qualities of integrity, kindheartedness, and credibility
- Proven track record of accountability and self-initiation
- Experience working remotely
- Experience in climate, conservation, or environmental work is preferred

Requirements

- This is a remote position with regular in-person meetings. It is preferred that candidates live within a reasonable driving distance of the Boston area.
- A minimum of a bachelor's degree in an applicable field.
- The position responsibilities include occasional domestic travel.
- All offers of employment are contingent upon clear results of a thorough background check.
- We are not able to consider candidates who need a visa.

Compensation and Benefits

This is a full-time, salaried, exempt position with a starting salary range of \$120,000 - \$140,000 and a strong benefits package that includes a monthly stipend toward health, dental and vision insurance, a retirement savings 401(k) plan, 11 paid holidays, 15 personal days, and paid expenses for a week of personal retreat practice.

Application Process

The BESS Family Foundation is an equal opportunity employer and is committed to equity, diversity, and inclusion, and following best practices to support a thriving organization with a diversity of perspectives. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

Candidates must include a resume and a cover letter, both in PDF format, which describe how qualifications and experience match the needs and mission of The BESS Family Foundation. Applications will be accepted until the position is filled. Upload required documents to:

<https://eostransitions.applicantpool.com/jobs/>.

This executive search is being conducted by Eos Transition Partners consultant, Nancy Jackson. All submissions will be acknowledged and are confidential, and any questions can be submitted to Nancy at: njackson@eostransitions.com.