

Communications Director

ABOUT US

Fairfield County's Community Foundation (FCCF) promotes philanthropy as a means to create change in Fairfield County, focusing on innovative and collaborative solutions to critical issues impacting the community. We foster a vital and inclusive community where every individual has the opportunity to thrive. As we progress in our journey to close the opportunity gap, we anchor ourselves in our 2022 Strategic Plan. We seek to close the opportunity gap in Fairfield County by eliminating inequities in income, education, employment, housing, and health. Driven by community and resident voices, we will use our political and social capital to influence and dismantle inequitable and unjust systems and help build new, equitable, and just systems. We will work with our community, which includes residents as well as public, private, and nonprofit partners, to build an understanding of disparities and the reasons they exist, including racial history; create a shared affirmative vision of a fair, inclusive society; and build civic, cultural, economic, and political power by those most impacted by inequities and injustices.

Our work is guided by a commitment to five core values, which are diversity, equity, inclusion, collaboration and integrity. We are committed to fairness, racial equity and providing opportunity without bias. FCCF's staff has a commitment to embrace all aspects of our values and to celebrate them in the pursuit of our mission

Individuals, families, corporations, and organizations can establish charitable funds or contribute to existing funds. FCCF is accredited with the National Standards for U.S. Community Foundations and has awarded over \$300 million in grants to nonprofits in Fairfield County and beyond.

THE POSITION OVERVIEW

The Director of Communications serves as the Foundation's strategist for communications. This position develops and executes a comprehensive integrated strategy for carrying out the organization's communications efforts, ensuring alignment with the strategic mission of FCCF. Proven ability to build and reinforce trusted relationships, foster teamwork, and use influence in a variety of settings internally, as well as with external stakeholders.

WHAT YOU WILL DO

- Develop and manage the execution of a coordinated and cohesive organization-wide strategy for communicating the goals, priorities, and activities of the Foundation to key audiences, including community leaders, donors, nonprofits, partners, policy makers, media, and others.
- Understand the initiatives, programs, activities, and impact of the Foundation to translate into language that is digestible for internal and external stakeholders.
- Enhance the visibility of the Foundation and convey the importance of the organization's mission.
- Establish and maintain standards of quality and consistency for all Foundation communications and collateral materials.

- Develop and execute strategy and process for building and maintaining relationships with all stakeholders via the media, websites, personal meetings, and other communications vehicles.
- Serve as centralized spokesperson to the media to ensure consistent and effective message delivery. Supervise and manage media interviews with other designated spokespeople and alignment on key priorities and initiatives.
- Develop appropriate internal communications strategies and draft, or oversee the drafting of, employee-facing messages that build organizational cohesiveness and alignment around organizational strategies and goals and support the message development, speechwriting and presentation needs of the organization's leaders.
- Provide advice and counsel to Advocacy in collaboration with the Chief Community Impact Officer.
- Oversee ongoing communications and stakeholder outreach programs to support the critical, diverse needs of the organization, encompassing external communications, executive communications support, crisis communications, stakeholder communications and alignment on key priorities and initiatives.
- Make presentations to the Foundation's Board of Directors as required

WHAT WE'RE LOOKING FOR

- Bachelor's degree. An advanced degree – particularly a MPP or MPA – is a plus.
- 10 or more years of demonstrated successful experience in communications.
- Effective written and verbal communication skills, inclusive of active listening skills, cultural competence, and ability to be clear and concise.
- Proven ability to develop a comprehensive communications vision and plan for an organization, and execute to deliver results, driving positive change for the organization.
- Outstanding judgment and critical thinking skills, with the ability to assimilate various and sometimes conflicting points of view in making decisions about the direction of the organization's overall communications strategy.
- Knowledge of the philanthropic or nonprofit sector and an understanding of community change work.
- Demonstrated commitment to racial equity and diversity.
- Proven track record building and sustaining internal relationships with senior executives as well as fostering strong relationships with other external stakeholders.
- Collaborative and team-oriented; must have experience managing staff as well as external consultants.
- Deep familiarity with both traditional and social/digital media.

FCCF respects diversity and accordingly is an equal opportunity employer that does not discriminate against employees or applicants because of race, color, religious creed, national origin, citizenship status, ancestry, age, disability or handicap, present or past history of mental disorder, sex, sexual orientation, marital status, gender identity or expression, veteran status, genetic information, or any other characteristic protected under applicable federal, state or local laws. We are dedicated to ensuring the fulfillment of this policy with respect to the recruitment, hiring, placement, promotion, transfer, training, compensation, and benefits of applicants and employees.

