Community Impact Manager

Title	Community Impact Manager
Reports to	Director, Community Impact
FLSA Status	Exempt (full-time)
Job Classification	Manager
Work Environment	Remote-first. The employee must reside and work in Colorado. Applicants from communities across the state, including rural Colorado and areas outside the Front Range, are encouraged to apply. The position requires occasional in-person meetings and events in the Denver metropolitan area, as well as some travel within Colorado and nationally.
Supervisory Responsibilities	No supervisory responsibilities

Position Summary

The Community Impact Manager reports to the Director, Community Impact and implements Next50's responsive grantmaking, sponsorship, and community-engagement work in alignment with the foundation's mission, strategic priorities, and objectives to Respond to Community Need and Catalyze National Change. The position manages an assigned portfolio, supports the development of funding guidelines, applications, and reporting requirements, and advances practices that center equity and community input.

The role builds relationships with communities, grantees, nonprofit organizations, funders, businesses, and other partners in Colorado and nationally. The Community Impact Manager identifies potential partners and funding opportunities, manages grants and sponsorships, monitors community trends, contributes to evaluation and communications, and represents Next50 in external settings.

All roles within the organization are subject to modification without a change in the written position description. The responsibilities written below express the major accountabilities of the position but may not include all activities that will be coordinated or executed by the role.

Key Responsibilities

Responsive Grantmaking and Portfolio Management

- Work with Next50 staff to develop and implement guidelines, applications, reporting requirements, processes, and procedures for funding opportunities.
- Develop a pipeline of potential grantees and partners aligned with the foundation's priorities, including innovative or unconventional ideas from nontraditional sources and organizations serving historically marginalized and geographically underserved communities.
- Review assigned grant applications; conduct site visits, as appropriate; perform due diligence and budget reviews in collaboration with the Strategic Operations Department and finance; and prepare written analyses and funding recommendations.
- Present funding recommendations to the grant review team, President and CEO, and Board of Trustees, as appropriate.

- Manage assigned grants and sponsorships, including administration, reporting, and strategic support to nonprofit partners.
- Serve as the primary foundation contact for assigned applicants, grantees, and sponsored partners.

Community Engagement and Collaboration

- Contribute to grantmaking strategy by identifying potential partner organizations and projects that advance the foundation's priorities, including developing project scopes of work and managing grant execution.
- Develop and manage strategic community-based partnerships with national, state, and nontraditional partners, whether or not the partnership includes grantmaking.
- Build collaborative relationships with grantees and community partners that bring community input and guidance to the foundation's work.
- Track and analyze new and evolving community trends aligned with the foundation's priorities and bring relevant insights to the Director, Community Impact.
- Represent Next50 at conferences, external meetings, committees, task forces, and other settings relevant to the community-engagement plan and the foundation's priorities.
- Identify opportunities to advance the aging agenda beyond grantmaking through convening, technical assistance, partnerships, and other methods.
- Apply intentional practices that prioritize diverse community perspectives and foster strong relationships.
- Maintain knowledge of aging issues through literature review, engagement with social and professional communities, and relevant conferences.

Learning, Evaluation, and Communication

- Collect and document portfolio trends, community insights, and lessons that inform grantmaking, evaluation, and organizational learning.
- Collaborate with nonprofit grantees on progress, successes, and challenges and serve as a resource for progress and impact.
- Contribute to program and impact evaluation, including developing or applying measures and analyzing relevant qualitative and quantitative information.
- Develop materials for internal and external audiences that communicate portfolio impact, elevate grantees and Next50, and invite additional investment.
- Contribute insight and content to the foundation's publications, external communications, and marketing.
- Provide support for foundation activities and complete special projects and assignments as needed.

Qualifications

Required Qualifications

- Bachelor's degree in social work, nonprofit management, gerontology, a related field, or equivalent experience.
- At least 5 years of experience working in or with the nonprofit sector, including experience with grants.
- Knowledge of aging, including strengths and systemic barriers to aging in the U.S., the effects of intersectional identities on aging, and resources and programs available to older adults.
- Understanding of philanthropy's roles in communities.
- Demonstrated ability to center equity in all aspects of work.
- Strong oral and written communication skills.

- Demonstrated ability to organize, analyze, and present data; reach conclusions; and develop recommendations.
- Demonstrated ability to establish and maintain effective working relationships with individuals and organizational representatives.
- Strong interpersonal and collaboration skills and the ability to work flexibly with diverse groups of people.
- Knowledge of program and impact evaluation and the ability to express and measure impact.
- Ability to prioritize work, manage multiple deadlines, and represent Next50 effectively in varied settings.

Preferred Qualifications

- Experience with social and economic issues affecting aging.
- Experience developing community-based partnerships with national, state, or nontraditional partners.
- Experience with sponsorships, convenings, technical assistance, or other approaches that complement grantmaking.

Salary and Benefits

The salary range is $90,000-$110,000, depending on experience. Next50 provides a comprehensive benefits package including medical, dental, and vision insurance. We cover 85% of the health insurance premium cost for eligible employees and 70% of the cost for dependents. In addition, Next50 offers employer-paid life and disability insurance, long-term care insurance, and an employee assistance program. Our employer-matched 403(b) retirement plan includes a 3% safe harbor contribution for all employees and a 3% matching contribution, both immediately vesting at 100%. We also place a high priority on work-life balance and encourage time away from work by offering 11 paid holidays per year, an office closure between Christmas and New Year's, and a generous paid time off policy that allows new hires to accrue 25 days per year.

At-Will Employment Statement

Employment with Next50 is at-will. Nothing in this job description constitutes a contract or guarantee of continued employment.

Equal Opportunity Statement

Next50 is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.