



Principal, Investment Practice Group

Position Responsibilities and Objectives

The Principal reports to a Partner for overall direction, day-to-day management, operations and administrative matters. The Principal will work directly with—and in support of the Partners—as a part of the Investment Practice Group (IPG) team.

The Principal’s responsibilities are in the following three categories (listed in order of importance): portfolio management, investment selection and complementary activities.

I. Portfolio Management

The Principal works in tandem with the Partners and other members of the VPP team to strengthen VPP’s investments and to increase their positive effect on the lives of the children in the region. The Principal complements the work of the Partners who serve as high-level strategic advisors, experts, coaches and mentors to executives leading nonprofit organizations and cross-sector networks, helping them greatly strengthen their organizational capacity and achieve their strategic aspirations. The Principal leverages VPP’s and their own extended network of resources and relationships for the benefit of VPP’s investments and initiatives.

Specific responsibilities include:

- Being part of investment teams on multiple capacity and/or cross-sector network investments:
 - Contributing to the process of relationship development with Partners and serving as an additional interface to executives, senior management and boards.
 - Developing and maintaining select nonprofit partner or cross-sector team member relationships, as needed, to support the achievement of milestones.
 - Coordinating and participating in peer review and across-the-board support to help Partners manage investments and initiatives.
- Providing analyses, preparing investment analysis documents, investment materials, and periodic reporting documents, and conducting or coordinating research in support of VPP investments and initiatives.
- Increasing VPP’s overall capacity to support investments:
 - Supporting a specific “domain expertise” that has application to VPP investments (e.g., strategic planning, educational attainment (pre-K through high school), youth development, public health, older youth (18-24), community development, postsecondary readiness and success, career readiness and preparation, outcomes assessment, or cross-sector collaborations).
 - Contributing to the development of VPP’s philosophy and point of view in that domain.
 - Developing a high-level understanding of key issues, strategic leverage points and major pitfalls to avoid.
- Responsibilities unique to organizational capacity Investments:



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- Teaming with Partners to develop and strengthen the nonprofit partner organizations in: assisting in the development of the investment approach and strategy for nonprofit partnerships, putting the greatest focus on eight key areas: building strong management teams; creating highly effective and engaged boards; gaining mission and outcome clarity; defining economic models to establish financial sustainability; improving product/service models; helping organization improve fiscal accountability; focus on external relations, partnerships and collaboration; and managing the organization with a vigilant focus on achieving social outcomes.
- Responsibilities unique to Network/Collaborative Investments:
 - Provides day-to-day management of contractors, as needed.
 - Teaming with Partners to convene, lead, and participate in meetings with cross-sector network partner staff, site visits, and maintaining network partner and other key stakeholder relationships.

II. Investment Selection

The Principal works with the Partners to find high-quality nonprofit investment candidates (traditional and cross-sector network investments) that meet VPP's strict investment criteria.

Specific responsibilities include:

- Strategically participating in external meetings/events and with relevant organizations to support landscaping efforts. Use knowledge gleaned to help identify new investments, including cross-sector network initiatives, nonprofit capacity building investments and place-based collaborative initiatives and inform VPP's investment strategy.
- Developing relationships with nonprofit organizations and cross-sector network leaders to a) learn about their aspirations, cultures, and programs; b) assess their success in achieving meaningful social outcomes for children; c) help gauge their leadership and management strength; d) assess their capacity for participating in a network investment, as appropriate; and e) assist in determining their potential to grow in scale and impact, ability to achieve their goals, assess their economic sustainability, and their willingness to work in an engaged partnership with VPP.
- Serving as part of the investment team to provide analysis and recommendations that allow the delivery of services to children, which have the potential to grow to scale, increase value provided to children, introduce a truly innovative model, or create a "market leader" that raises the bar in the field.
- Supporting the Partners in the negotiation of partnership agreements and conducting the essential due diligence to confirm prior analysis and representations.

III. Complementary Responsibilities

Principals engage in a variety of other activities to advance the mission of VPP, demonstrate the value of the VPP investment approach to a wide variety of audiences, and help to develop VPP's long-term strategies.



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Specific responsibilities include:

- Capturing VPP's experiences and insights, as well as those of the nonprofit partner organizations and cross-sector networks, to ensure that valuable lessons are learned and contributing to research, the development of methodologies, and other systems and tools to support the VPP investment approach.
- Developing and maintaining supportive relationships within the regional philanthropic and nonprofit communities and conveying VPP's mission to these groups, which is critical to the success of VPP's investments.
- Leveraging his or her own contacts and those of VPP stakeholders to advance the specific needs of VPP's investments.

Professional and Personal Qualifications

- Experience supporting multiple priorities, simultaneously.
- Strong interpersonal skills with the ability to manage work in partnership with others.
- A flexible and enthusiastic approach to work, including the humility and grace to work effectively with others in a collaborative work place.
- Confidence when communicating to external partners, the VPP team and VPP investors and board members in both formal and informal presentations.
- Commitment to the organization's mission and focus areas while holding oneself to the highest ethical standards.

Specialized Knowledge, Skills and Abilities

- Demonstrated ability to write and prepare documents/reports/correspondence/proposals in a concise, logical, grammatically appropriate format under deadline.
- Project management experience.
- Grant management experience.
- Demonstrated strong analytical, conceptual and judgement skills.
- Understanding of the challenges and barriers faced by communities around ethnicity, race, class and gender, as well as a commitment to improving outcomes for vulnerable children, youth and families.
- Effective public speaker in both small and large settings.
- Appreciation for the role of performance management, measuring outcomes, research, evaluation and using data to improve program performance.

Education and Experience

- At least six years of work experience with increasing levels of responsibility.
- Three or more years working with community-based partnerships designed to achieve social change. Experience managing conflict and/or building consensus within this context.
- Two or more years working on initiatives with six-figure budgets (program or organizational) with the goal of optimizing fiscal resources.
- Three or more years of experience designing and managing projects/initiatives and facilitating group discussions.



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- Cross-sector experience in at least two sectors (i.e., nonprofit, government, private/business or philanthropy).
- Demonstrated knowledge/experience with one of the following areas: early childhood education, youth development, pre-K-12 education, public health, older youth (18-24), community development, career readiness and preparation or relevant experience.
- Graduate degree in social or behavioral sciences, education, human services or a related field.

Compensation

Compensation for this opportunity has been designed to attract candidates with significant experience and a commitment to this community and the nonprofit sector.

To Apply

Send resume and cover letter to apps2hr.online@gmail.com, subject line: VPP – Principal. Please indicate how you learned about the position in your cover letter.

For more information about VPP visit www.vppartners.org.