



Search for Executive Director **Santa Clara, California**

SEARCH SUMMARY

The Edward M. Dowd Foundation seeks a creative strategic leader with strong organizational and business acumen to serve as its Executive Director. The Executive Director will have the opportunity to work with a mission driven board of trustees committed to the betterment and enrichment of life in the Monterey and Santa Clara counties in northern California. The trustees are looking to bring new energy and fresh approaches to its grantmaking and want to collaborate with an executive director to set an exciting new strategic direction for a lasting legacy as they spend down the Foundation's endowment in the next twenty or so years. The trustees are open to a variety of approaches as to how they can effectively and responsibly support the community and thus require a capable and astute executive director to lead them in charting a path.

Edward M. Dowd established the Foundation to support organizations and causes that spoke to him personally following a successful career in real estate. The Foundation focuses on capital and programmatic support in the areas of arts and education, health and human services and support for veterans. The Foundation is deeply embedded in the Salinas and Santa Clara communities and focuses most of its grantmaking to nonprofit and charitable organizations in this region of California.

The Executive Director reports directly to the Board of Trustees of the Foundation and has responsibility for development and execution of a strategic plan, maintaining the grantmaking application process, timely disbursement of funds, and overall due diligence of the nonprofits it supports. The success of the Executive Director will be determined by their ability to develop an exciting and forward-looking strategic plan; working collaboratively with the trustees on all manner of Foundation business; serving as an effective ambassador to the broader community; and determining the future needs for a Foundation that will spend down its endowment in the next couple of decades.

EDWARD M. DOWD FOUNDATION

Edward Dowd established the Edward M. Dowd Foundation in 2020. He was born in San Francisco but was a dyed in the wool son of Salinas, California. After time spent in the Air Force in the late 1960s, he graduated with a degree in commerce from Santa Clara University in 1972 and embarked on a successful real estate career. He was best known for establishing EMD Properties Inc. along with San Jose National Bank and Commerce Savings and Loan in Sacramento. His deep work in real estate made him familiar with the broader capital and infrastructural needs of not just the cities and counties in California but also the important civic institutions in the region he grew up in. While demonstrating great capability and acumen as a businessman, he was also active in providing his time and valuable perspectives to civic causes. In 1984, Governor Jerry Brown appointed Dowd to the California State Athletic Commission and he also represented the state at the Summer Olympic games.

In 1993, he was diagnosed with multiple sclerosis. The diagnosis made him step back from active involvement in his business endeavors but allowed for a greater focus on the philanthropic causes that excited him. As a long-time art enthusiast, he commissioned and donated works to Santa Clara University and Palo Alto Medical Foundation's Mountain View campus. He also provided generous support to Santa Clara University's Edward M. Dowd Art and Art History Building.

With his own MS diagnosis, Edward Dowd developed a keen interest in healthcare and supporting those organizations that looked to advance the work of professionals and needs of patients. He established the Edward M. Dowd Advocacy Program with the National MS Society to support MS patients without the resources to receive adequate care. Shortly before his passing, he gave \$1 million to Natividad Hospital in Salinas to renovate the main lobby courtyard and enhance two additional areas of the Mental Health Unit in honor of his mother who was a nurse there.

As military veteran, he was keenly aware of the sacrifices young men and women made for their country. Personally, he was grateful for the discipline and overall character formation his military service provided. As the Foundation continues to evolve and develop its grantmaking portfolio, it looks to find or catalyze the sorts of programs and projects that can support veterans as they transition back to civilian life.

The Foundation is focused on three primary areas: arts and education, health and human services and support for veterans. Most grants are to nonprofits in the Santa Clara and Salinas communities.

More information about the Edward M. Dowd Foundation can be found at <https://edwardmdowdfoundation.org/>.

ROLE OF EXECUTIVE DIRECTOR

The Executive Director reports directly to a 5 member Board of Trustees vested with overall fiduciary oversight of the Foundation. While the Foundation utilizes third party organizations for certain back-office

functions, the Executive Director is the Foundation's primary staffer and is responsible for ensuring that applications for funding, disbursement of grants and the due diligence around them adhere to the highest standards. The Foundation looks to the Executive Director to develop and maintain key relationships within the community. The Executive Director serves as the primary advisor to the trustees and implementor of the Foundation's key initiatives.

LEADERSHIP OPPORTUNITIES & CHALLENGES

The success of the next Executive Director will be determined by how well they address the following leadership opportunities and challenges:

Develop and execute a strategic plan that will have a positive impact on the Salinas and Santa Clara region

With its current focus on education and the arts, health and human services and support for veterans, the Foundation has ably supported causes and organizations that have enriched the existence of individuals in the community. As the Foundation embarks on its next chapter, they seek an Executive Director who can develop a strategic plan that will chart a road map for giving in the next 20 years, to be approved by the Board of Trustees. The next Executive Director will do a careful and thoughtful assessment of opportunities where the Foundation can have a beneficial influence whether through capital projects or programmatic support for local nonprofits. The Executive Director will shepherd implementation and revision of the plan to respond to the changing needs and directions of the communities they support.

Serve as an effective ambassador to the community

The next Executive Director will form strong collaborations and strategic alliances with a variety of partners across sectors in the Salinas and Santa Clara communities. This will include but not be limited to leaders in education, community development, local and state governments, veterans' organizations and the arts. Ensuring that the Foundation continues to serve as a constructive partner, the Executive Director will stay well-informed about relevant issues and trends and respond nimbly as new challenges arise. They will serve personally as an open and receptive presence in the community and represent the Foundation and its values. The Executive Director will also serve as an informer of the opportunities that the Foundation offers to potential grantees and where appropriate serve as an advisor and partner to grantees.

Work collaboratively with the Trustees of the Foundation

The next leader of the Foundation will be expected to serve as an effective advisor to trustees on potential strategic directions as well as informing them of challenges and solutions to address them. The Executive Director bring will their ideas and effectively synthesize them with insights from trustees and develop a plan of action wherein they will be entrusted to independently and effectively execute. The Executive

Director will meet regularly with the Board Chair and the full Board and keep them apprised of developments through regular and strategic communications.

Establish the right protocols, processes and infrastructure for a Foundation looking to spend down

The Foundation has determined to spend down its endowment in the next twenty or so years. As the Foundation seeks to fulfill its overall mission and meet its legal obligations, the Executive Director will be expected to determine the optimal internal process that ensure its grantmaking proceeds in a sustainable and appropriate manner not only for itself but also the nonprofits it supports in the region. The Executive Director must carefully determine the types of resources the Foundation will need to utilize to see its spend down to a successful conclusion.

QUALIFICATIONS

While no one candidate will bring all the all the desired attributes, they should hopefully bring many of the following noted qualifications:

- Passion and commitment for the mission, ideals, and values of the Edward M. Dowd Foundation.
- Knowledge of and ideally current or previous authentic connection to the Salinas and Santa Clara region.
- Proven track record of accomplishment and effective management of civic, philanthropic, or public organizations that works at the community level.
- Leadership experience with grant-funded not-for-profit organizations and acuity about the complex dynamics of funder-grantee relationships.
- Strong business and entrepreneurial acumen to manage the Foundation's financial planning, budgeting, reporting and investments.
- Experience navigating among diverse stakeholders who may have different and at times conflicting priorities to reach a harmonizing of viewpoints.
- Excellent strategic and critical thinking abilities and analytic skills.
- Experience guiding process implementation, project management and deftly navigating change.
- Outstanding written and oral communication skills.
- High integrity, honesty, humility, intellectual curiosity, compassion, deep emotional intelligence, patience, approachability and good humor.

- The Foundation requires that the Executive Director live in or near Monterey or Santa Clara counties.

INSTRUCTIONS FOR APPLYING, NOMINATION & INQUIRING

The position will remain open until filled. Those interested in applying should submit their resume and statement of interest through the website: <https://www.imsearch.com/open-searches/edward-m-dowd-foundation/executive-director>. Nominations of individuals along with inquiries about the position can be submitted through the same website. All correspondences regarding the search can be addressed to the Isaacson, Miller representatives noted below:

Julie Filizetti, Partner
Kahn Lee, Managing Associate
Gabrielle Harrington, Search Coordinator

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