



Chief Technology Officer  
The Andrew W. Mellon Foundation  
New York, NY

## THE SEARCH

The [Mellon Foundation](#) (“Foundation”) is a not-for-profit, grant making organization that believes that the arts and humanities are where complex humanity is expressed, and believes that everyone deserves the beauty, transcendence, and freedom to be found there. Through Mellon’s grants, the Foundation seeks to build just communities enriched by meaning and empowered by critical thinking, where ideas and imagination can thrive. The Foundation makes grants in four core program areas – Higher Learning, Arts and Culture, Public Knowledge, and Humanities in Place – and through its signature Presidential Initiatives. Mellon seeks a Chief Technology Officer (“CTO”) to serve to serve the Foundation in a pivotal moment defined by Mellon’s increasingly important societal role as the largest private funder of arts and humanities, bold internal technology transformation initiatives, and the growing influence of AI.

Reporting directly to the Executive Vice President and Chief Operating Officer (“EVP & COO”), the CTO will lead a dynamic, mission-oriented technology team responsible for the strategy, planning, coordination, management, architecture, security, and operation of all aspects of the foundation’s technology environment. Working in close partnership with leaders across the Foundation, the CTO will shape and drive comprehensive enterprise-wide technology, data, and AI strategies and advance the Foundation’s ongoing digital transformation efforts. Acting as an educator, collaborator, and capacity builder, the CTO will promote technology adoption, strengthen tech and data literacy, and connect technological capabilities with programmatic needs. The CTO will also be a service-oriented translator, acting as a key liaison between technology, leadership, and teams across the Foundation to ensure alignment, maximize impact, and best serve the grantmaking mission.

The Mellon Foundation has retained Isaacson, Miller, a national executive search firm, to assist in this important recruitment. All inquiries, nominations, and applications for this opportunity should be directed in confidence to the firm as indicated at the end of this document.

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## ABOUT THE MELLON FOUNDATION

The Andrew W. Mellon Foundation was established in 1969 to strengthen, promote, and defend arts and humanities as essential to democratic societies. From Mellon's earliest days, the Foundation has aspired to build partnerships with grantees, offering expertise and counsel in addition to funding. Mellon enables projects carried out by people, organizations, and institutions that unlock deeper understanding and activate cultural expression, while also learning and evolving with the world around us.

In recent years, Mellon has expanded on these core principles by actively prioritizing social justice across all grantmaking. This strategic shift builds on the Foundation's long history of advocating for and investing in expanded access to higher education, humanities, and the arts, and addressing historical inequities in these fields. The vision for Mellon's future includes a focus on justice for all—rooted in the Foundation's long-held historic belief in the impact and power of the arts and humanities.

Mellon is a multi-disciplinary organization powered by the deep expertise of the people who work for the Foundation. The 225 staff are deeply immersed in the fields in which Mellon invests and the technical areas that support their grantmaking activities. For more information about the Foundation, including grantmaking activities and leadership, please refer to the appendix at the end of this document.

## ABOUT MELLON TECHNOLOGY

The Mellon Foundation is supported by a strong technology team consisting of 19 internal staff. The team is organized into four areas: Infrastructure and Cybersecurity, Enterprise Architecture and Engineering, Business Systems, and Enterprise Projects and Planning. The group's annual budget is approximately \$12.3 million.

## MELLONWORKS

The Foundation has embarked on a multi-year Foundation-wide initiative, referred to as MellonWorks, to modernize Mellon's technology infrastructure and business systems and transform aspects of how the Foundation operates. Technology infrastructure modernizations include adopting Salesforce.org as Mellon's enablement platform; developing a next-generation intranet to provide the Foundation with a central information hub and digital workspace; and establishing data readiness as an initial step towards AI-enabled intelligent productivity. MellonWorks will also deliver best-in-class business systems, namely Oracle NetSuite for Finance (successfully implemented in early 2026), UKG for Human Resources, and a CRM built on the Salesforce.org platform. MellonWorks is currently ongoing, with work planned into 2028.

## CHIEF TECHNOLOGY OFFICER

The Chief Technology Officer (CTO) is part of a strong, people-centered technology organization responsible for the Foundation's IT environment. With an intrapreneurial mindset and a passion for leading transformative change, the CTO will lead the collaborative creation of a long-term technology

strategy and roadmap to ensure the effective and efficient use of technology to achieve the foundation's objectives. The CTO oversees a team of 19 and reports to the Executive Vice President and Chief Operating Officer.

## KEY OPPORTUNITIES AND CHALLENGES FOR THE CHIEF TECHNOLOGY OFFICER

The Chief Technology Officer will be expected to address the following opportunities and challenges:

### **Articulate and Lead a Coherent, Foundation-Wide Technology that Meets the Moment.**

The CTO will play a critical role in helping the Foundation drive a coherent, Foundation-wide technology and data strategy that is anchored in Mellon's grantmaking mission and calibrated to the diverse needs of both internal stakeholders and a vast network of external grantee partners. The CTO will see themselves as a servant leader and enabler of the Foundation's work. Operating as a strategic partner, the CTO will develop relationships rooted in trust, transparency, and mutual respect with leaders across operational and programmatic areas. The CTO will possess the change leadership, project management, and communication skills needed to translate technological complexity into clear choices, align investments with long-term impact, properly sequence priorities, and connect disparate systems and data to move Mellon into an integrated, future-ready enterprise.

### **Provide Leadership and Direction for AI.**

Across all they do, the CTO must bring a deep expertise and informed perspective on the rapidly evolving AI landscape, recognizing the unprecedented ways that AI and other emerging technologies are reshaping the work of the Foundation as well as the work of its grantees. As the Foundation's leading technologist, the CTO will provide clarity and direction to AI discussions and policy, partnering with the EVP & COO and leaders across Mellon to advance ongoing AI discussion and to steward an enterprise-wide AI posture that balances innovation with risk, aligns with the Foundation's values, and reflects a nuanced understanding of AI's impacts on the arts and humanities. Operating as a strategist, collaborator, and translator, the CTO must partner to deploy the tools and systems along with the governance structures, policies, and evaluation mechanisms to establish a coordinated, mission-driven approach to AI that enables Mellon to engage in emergent technologies with clarity, confidence, and in service to its grantees.

### **Partner with Leadership to Drive MellonWorks Forward.**

The incoming CTO will join the Foundation midway through the MellonWorks digital transformation initiative and will be expected to see the project through to successful completion, providing strategic leadership, oversight, and project management. Leveraging a nuanced understanding of Mellon's needs, grantmaking activities and requirements, resource parameters, and both present and future-state IT capabilities, the CTO will actively engage leadership in discussions about and evaluations of possible integrations and add-ons that may add significant value to system stakeholders and users. At each phase of the process, the CTO will prioritize transparent communications, feedback gathering, education and training, and ongoing optimization to ensure MellonWorks best serves the Foundation's needs and goals.

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**Support Programs and Advance the Grantmaking Mission.**

The new CTO must see their role as in service to Mellon's grantmaking mission and recognize that programs are the heart of the Foundation to which technology should be oriented. The CTO will take time to learn the needs and goals of each program area and develop relationships with program leadership and teams. The CTO will proactively and collaboratively work across the Foundation to address issues and offer solutions, positioning the IT team as a high-quality, value-add partner to programs, capable of streamlining workflows, unlocking data-driven insights, and breaking down silos.

In addition to internal program needs, the CTO will also need to be mindful of the ways Mellon's technology interfaces with, and impacts, grantees. The CTO must balance internal priorities with external interests when considering technological systems, protocols, and policies, understanding how such decisions can influence Foundational reputation, especially as it relates to access and security.

**Serve as a communicator, educator, and technological capacity builder.**

To best achieve Mellon's technological strategic goals as well as its grantmaking mission, the CTO must serve as an educator and capacity builder within Mellon. Leading with strong communication, patience, empathy, and genuine curiosity about the diverse technological needs, interests, and preferences that exist across the Foundation, the CTO will develop processes, trainings, tools, and resources that encourage and facilitate technology adoption and use. The CTO will create a culture that values technology as a partner, not just a utility, establishing the strategic and transformative potential of technology and data to transform grantmaking, research, administrative, decision-making, and external engagement capabilities. Building partnerships with constituents across the Foundation, the CTO will actively identify opportunities to provide education and training related to emerging technology and software, communication platforms, AI, data usage and literacy, and project management.

**Lead and support a strong technology team.**

The CTO will inherit a high performing, dedicated, and talented team of 19 professionals with a wide range of responsibilities, knowledge, and expertise. Overall, there is a strong sense of shared purpose and direction for the team. The CTO will build upon this mission-driven ethos and cultivate an organizational culture that is innovative, responsible, flexible, and committed to excellent customer service. Critically, the CTO will serve as a conduit and connector between the technology team, Mellon leadership, and business and program units, advocating for the needs of the technology team and relaying the requirements and strategic priorities of leaders and partners across the Foundation back to their direct reports and wider staff to ensure alignment, transparency, and coordination. Finally, the CTO will be a leader with a passion for fostering professional development pathways, always mindful of opportunities for growth and learning.

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## PRIMARY RESPONSIBILITIES

The CTO's primary responsibilities may include, but will not be limited to the following:

- Refine and drive holistic technology strategy and roadmap for the Foundation in collaboration with key stakeholders and in partnership with the EVP & COO.
- Identify and evaluate emerging technologies, trends, and innovations.
- Build and maintain close business relationships with staff, vendors, consultants, and service providers to ensure alignment between IT strategy/expenditure and the Foundation's overall business strategy.
- Maintain, evolve, and communicate standards, policies, and procedures to govern the use and management of technology resources and, in partnership with the Legal team, ensure the Foundation is compliant with security guidelines and all applicable laws.
- Oversee the Foundation's application portfolio and the full life cycle of software management. In collaboration with team members from across the Foundation and the Applications Manager: Identify opportunities for process improvements and new tools; select new tools and negotiate purchase and service contracts with vendors; oversee the development of project plans, schedules, and budgets; and lead effective change management, training, and adoption processes.
- Oversee the design, implementation, and maintenance of the Foundation's technology infrastructure, including hardware, software, networks, and systems. Ensure scalability, reliability, and security of IT infrastructure.
- Define and implement data governance frameworks, data security measures, and data analytics strategies. Foster a data-driven culture and leverages data insights to drive Foundation decision-making and innovation.
- Provide leadership and direction to the IT operations team, ensuring the delivery of high-quality technical support services, including service desk and deskside support, with a focus on providing quality and enhanced support.
- Monitor system performance, resolve issues, and ensure uptime and availability of critical systems.
- Responsible for disaster planning and recovery of the IT environment, including testing and, if necessary, implementation.
- Drive digital transformation initiatives and in collaboration with the Communications team, oversee development and maintenance of mellon.org.
- Develop and manage the IT budget, ensuring efficient allocation of resources and cost-effective utilization of technology investments. Monitor expenses, track ROI, and identify areas for optimization.
- Perform a periodic assessment of the IT environment compared to the evolving needs of the Foundation and make recommendations for upgrades and/or other changes in the IT model.

- Direct staff and vendors in the processes related to the procurement, deployment and maintenance of hardware and break/fix services.
- Responsible for hiring and training IT staff, including overseeing assigned projects to IT team members, conducting performance evaluations of team members, and fostering growth and development of team members.
- Perform related duties and projects as assigned or requested by the EVP & COO.

## QUALIFICATIONS AND CHARACTERISTICS

- Four-year undergraduate degree. Bachelor's degree in relevant field desirable.
- Minimum of 15 years of professional experience in the information technology field with the creation and development of enterprise-wide information technology including infrastructure and architecture, security, applications support and development, networks, telecommunications, and project management.
- Minimum of 10 years managing a technology environment of similar size and complexity as the foundation's environment.
- Proven experience leading complex, enterprise-wide IT projects and managing change effectively across multiple departments, ensuring transitions are smooth, well-communicated, and supported by constituents.
- Demonstrated experience designing, implementing, and supporting cloud-based systems including software-as-a-service, infrastructure-as-a-service, and business continuity.
- Previous experience designing, reviewing, and deploying well-documented architecture for networks, core infrastructure and cloud-based assets preferred.
- Demonstrated experience in creating key operational metrics for senior management briefings, operational next steps, and project road maps.
- Experience conducting technology and product selections in a well-documented fashion and/or experience with RFP/RFI creation and review.
- Experience in interweaving cybersecurity operations within IT strategy.
- Experience operating in a matrixed highly collaborative environment preferred.
- Previous experience managing or directing information security policy, data loss prevention directives; vulnerability management and patching operations, and penetration testing execution and remediation desired.
- Certification in project management desirable along with a demonstrated project management track record.
- Preferred certifications in any of the following: CISSP, ITLL, CGEIT, CISM, CSM, MSCE, PMI-ACP, PMP
- Familiarity/knowledge of foundations and/or with grantmaking processes and/or foundation operations preferred.

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## COMPENSATION AND LOCATION

The Mellon Foundation offers a generous total reward package that includes base salary and a comprehensive benefits program, as well as an excellent working environment. Mellon is committed to providing compensation that is competitive and equitable within the philanthropic sector. The estimated annual salary range for this role is \$375-425k. The amount of pay offered will be determined by several factors, including but not limited to qualifications, unique skills, credentials, or experience that is expected to impact the candidate's contribution to the role. Mellon will also consider market data as well as the foundation's internal pay equity framework.

Please note that Mellon maintains a hybrid work schedule, with three days per week in person at the foundation's Manhattan offices.

## APPLICATIONS, INQUIRIES, AND NOMINATIONS

Screening of complete applications will begin immediately and continue until the completion of the search process. Inquiries, nominations, referrals, and CVs with cover letters should be sent via the Isaacson, Miller website: <https://www.imsearch.com/open-searches/andrew-w-mellon-foundation/chief-technology-officer>

Andrew Lee, Managing Partner  
Daniel Rodas, Partner  
Amble Ryan, Managing Associate  
Madeline Fitzpatrick, Managing Search Coordinator  
Isaacson, Miller

*The Mellon Foundation is committed to building an inclusive workplace where all individuals are treated with dignity and respect. Employment opportunities are based on individual qualifications, merit, and organizational need, without regard to race, color, religion, sex (including pregnancy, childbirth, and related conditions), gender identity or expression, sexual orientation, age, national origin, disability, veteran status, or any other characteristic protected by applicable law. We welcome applications from qualified individuals of all backgrounds.*

*Mellon is committed to access and inclusion for our applicants. If you have accessibility requests to support your participation in the hiring process, please let us know at your earliest convenience.*

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## APPENDIX

### Grantmaking

Since its founding, Mellon has provided partnership and financial support to a wide range of organizations in the United States and around the world. Since 1969, Mellon has awarded over \$9 billion in grants – \$555 million in 2024 alone – investing in grantees whose work fosters critical thinking, curiosity, and appreciation of our shared culture and history. Today, Mellon is the largest private funder of arts and humanities in the nation, enabled by its endowment, which totaled approximately \$7.7 billion at the end of 2024.

Mellon is deeply immersed in the areas in which it invests, supporting ideas and organizations that contribute to a more connected, creative, and just society through core grantmaking areas and Presidential Initiatives:

- [Arts and Culture](#)
- [Higher Learning](#)
- [Humanities in Place](#)
- [Public Knowledge](#)
- [Presidential Initiatives](#)

### Leadership

#### **Elizabeth Alexander, President**

Elizabeth Alexander is a prize-winning and *New York Times* bestselling author, renowned poet, educator, scholar, and cultural advocate. A nationally recognized thought leader on race, justice, the arts, and American society, she is also president of the Mellon Foundation, the nation's largest funder of the arts and humanities.

In addition to Dr. Alexander's most recent book, *The Trayvon Generation* (2022), she has authored or co-authored fifteen books. She has been awarded numerous prizes including the Jackson Poetry Prize, the John Simon Guggenheim Memorial Foundation Fellowship, the George Kent Award, the National Endowment for the Arts Fellowship, and three Pushcart Prizes for Poetry.

Dr. Alexander has held distinguished professorships at Smith College, Yale University, and Columbia University. Prior to joining the Mellon Foundation, she served as the director of Creativity and Free Expression at the Ford Foundation. During that time, she co-designed the Art for Justice Fund, an initiative that uses art and advocacy to address the crisis of mass incarceration.

Dr. Alexander holds a BA from Yale University, an MA from Boston University, and a PhD in English from the University of Pennsylvania. She serves on the boards of Lincoln Center for the Performing Arts and

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New York-Presbyterian Hospital and is Chancellor Emeritus of the Academy of American Poets and a former co-chair of the Pulitzer Prize Board.

### **Julie B. Ehrlich, Executive Vice President and Chief Operating Officer**

As the executive vice president and chief operating officer at the Mellon Foundation, Julie Ehrlich oversees the Information Technology, Human Resources, Operations, Security, and Library and Archives functions as well as the Office of the President. Previously, Julie was the director of Presidential Initiatives and Chief of Staff at the Foundation. In that capacity, she worked alongside the Foundation's president to build the Foundation's \$95M/year Presidential Initiatives portfolio and to lead that grantmaking team. She also partnered with Dr. Alexander to advance the initial phases of the organization's grantmaking and operational transformation.

Prior to joining Mellon in 2019, Julie was assistant dean for strategic initiatives and chief of staff, executive director of the Birnbaum Women's Leadership Network, and adjunct professor of clinical law and co-instructor of the Reproductive Justice Clinic at NYU Law. She also worked as a litigator on a range of First Amendment cases and civil rights issues including sex discrimination, legislative redistricting, prison conditions, and police misconduct. She clerked for Judge Nina Gershon in the Eastern District of New York and Judge Robert D. Sack on the US Court of Appeals for the Second Circuit.

She holds a BA cum laude with distinction in American studies from Yale University and a JD magna cum laude from NYU. While studying at NYU, Julie received a Hays Fellowship in Civil Rights and Civil Liberties and the Maurice Goodman Memorial Prize for Scholarship and Character. She is chair of the board of directors of Pregnancy Justice, a trustee of NYU School of Law, and a member of the advisory boards of the Birnbaum Women's Leadership Center and We The Action.

*This document has been prepared based on the information provided by The Andrew W. Mellon Foundation. The material presented in this leadership profile should be relied on for informational purposes only. While every effort has been made to ensure the accuracy of this information, the original source documents and information provided by The Andrew W. Mellon Foundation would supersede any conflicting information in this document.*