



## **Director, Older Youth Initiatives**

The Conrad N. Hilton Foundation seeks to recruit a highly motivated and strategic individual to join the team as a Director, Older Youth Initiatives to be based in Westlake Village, CA.

### **ABOUT THE CONRAD N. HILTON FOUNDATION**

The Conrad N. Hilton Foundation (“The Foundation”) works to improve the lives of individuals living in poverty and experiencing disadvantage throughout the world. Conrad N. Hilton, founder of Hilton Hotels, established the Hilton Foundation as a philanthropic trust in 1944. The Foundation continues to be guided by the founder’s mandate to “*relieve the suffering, the distressed and destitute.*”

From its inception, the Foundation has awarded more than \$1.8 billion in grants, distributing approximately \$200 million in 2020. Foundation assets increased from approximately \$2.9 billion to over \$6 billion following the 2019 passing of Barron Hilton who, like his father, pledged virtually his entire estate to the Foundation. The growth in financial resources presents the Foundation with an exciting opportunity to scale the impact of its work globally.

The Foundation is a family foundation. Governed by an 11-person board of directors of which a majority are direct descendants of Conrad Hilton, the Foundation has thoughtfully adhered to the wishes of its founder. The Foundation invests in 7 Initiatives that include the areas of early child development (US and East and Southern Africa), older youth development (foster youth and opportunity youth), refugees, safe water, Catholic Sisters, and homelessness. In addition, following selection by an independent international jury, the Foundation annually awards the \$2 million Conrad N. Hilton Humanitarian Prize to a nonprofit organization doing extraordinary work to reduce human suffering. The Hilton Humanitarian Prize is the world’s largest annual humanitarian award. Guiding the grantmaking, workplace culture and values of the Foundation is an overarching [philanthropic approach](#), which employs four key pillars: grantmaking, communication and advocacy, collaboration, and learning. Together, these global and interrelated channels work to achieve impact by supporting programmatic solutions to sustain and test recognized and exploratory approaches. Along with direct services, the Foundation realizes they must also support reducing the systemic barriers that create the need for such programs, strengthen and align the systems that can create pathways of opportunity, and share knowledge about the best ways to achieve lasting change.

For more information about the Hilton Foundation, please visit: [www.hiltonfoundation.org](http://www.hiltonfoundation.org).

## **ABOUT THE POSITION**

In 2020, the Conrad Hilton Foundation's Program and Strategy team will grow to a department of 48 people, making \$225 million in grants across 7 initiatives in 12 countries. The Programmatic approach builds on the Foundation's principles and highlights the focus on advocacy, equity, and measurement. As such, the new Director of the Older Youth Initiatives will embrace a core belief that the Foundation has an important role to play in contributing to systemic change to create a more equitable world.

The Director of the Older Youth Initiatives is an exciting new role in the Strategy and Program Department. The Director will embrace a vision that young adulthood (ages 15-24) is a crucial time for those who grow up in disadvantage to build towards economic self-sufficiency. Specifically, the Director will oversee the Foster Youth Initiative and the Opportunity Youth Initiative, which are led by Senior Program Officers. The Director will report to the Vice President for Strategy and Program (VPSP) and will manage a highly qualified staff in the implementation of comprehensive Older Youth programs to advance the Foundation's mission.

## **KEY GOALS AND RESPONSIBILITIES**

The new Director, Older Youth Initiatives will oversee an eight-person professional staff team and annual grant budget of approximately of \$42 million. The overarching goals and responsibilities facing the new Director include:

### **Strategic Goals and Responsibilities:**

- Partner with the VPSP in advancing the mission of the Foundation through its programmatic work, including ensuring Initiatives' grantmaking is aligned with the Foundation's Philanthropic Approach.
- Partner with Program Operations and Older Youth Initiatives' staff to manage the Initiatives' annual planning process.
- Partner with Strategy, Learning, and Evaluation Division (SLED) and Initiative teams to identify learning and evaluation alignment with the overarching goals of the Older Youth Initiative.
- Partner with staff on the Partnerships, Advocacy and Communications team in implementing and strengthening the Initiatives' advocacy and outreach goals and strategy.
- Supports Older Youth Initiatives' staff in the implementation of program team's diversity, equity, and inclusion plans, including integration into grantmaking.
- Manage Initiative staff and oversee the professional development of team members.
- Serve on the Program Department Leadership Team and contribute to shaping the vision for the Department.

## **PROFESSIONAL QUALIFICATIONS AND PERSONAL ATTRIBUTES**

The Director should ideally possess the following set of professional qualifications and personal attributes:

### **Professional Qualifications:**

- Record of demonstrated success building and implementing an opportunity youth development program, with a particular focus on economic and workforce development and/or success leading complex foster youth programming and strategies at scale.
- An ability to work with a multi-disciplinary team environment, managing multiple projects and priorities, and working cooperatively to satisfy internal and external requests.
- Ability to process large amounts of complex information and present concise reports to a variety of audiences.
- Strong leadership skills, including demonstrated, long-term pattern of success managing others.
- Demonstrated critical thinking and strong problem-solving skills – navigates effectively through change, build consensus, and supports team to deliver results.
- Experience with Monitoring, Evaluation, and Learning, including research, measurement, program monitoring, and program evaluation.
- Master's degree in policy, education, economic workforce development, international development, or related field.
- Demonstrated commitment to principles of diversity, equity, and inclusion.
- A commitment to strategic philanthropy, including recognition of the value of both quantitative and qualitative measurement.

### **Personal Attributes:**

- A deep commitment to the donor intent, mission, and values of the Foundation.
- Possess integrity and an ability to build dynamic teams and to motivate them to work well together.
- Personal creativity and strategic vision coupled with an ability to listen to others and learn from their best ideas – a sense of inquisitiveness and eagerness to improve.
- Persuasive communicator with excellent listening, speaking, and writing skills.
- Intellectually humble, open to constructive feedback and personally grounded.

## **COMPENSATION**

Compensation for the Director, Older Youth Initiatives includes a competitive base salary, and an excellent package of health and employee benefits.

## **TO BE CONSIDERED**

Interested candidates should submit a resume and cover letter, responding specifically to the experience and qualifications required, to:

**Daniel Sherman**  
**President, Explore Company**  
[resumes@explorecompany.com](mailto:resumes@explorecompany.com)

Refer to Hilton Foundation/DOYI in the subject line.

No phone inquiries please.

**The Conrad N. Hilton Foundation is an equal opportunity employer with values grounded in promoting equality and inclusion and embracing diversity. We welcome qualified applicants of all races, colors, gender identities, sexual orientations, economic classes, ages, religions, national origins, and ability/disability statuses. Veterans and individuals with lived expertise are encouraged to apply. We respect and seek to empower every member of our Foundation community. We support and celebrate our collective array of cultures, backgrounds, perspectives, skills, and experiences; fully realizing that such diversity is what makes our organization flourish and better enables us to fulfill our mission in the world.**

**All correspondence will remain confidential.**