



## PRESIDENT AND CEO POSITION SPECIFICATIONS

### The Organization

The [Missouri United Methodist Foundation](#) (MUMF) was chartered in 1967 for the purpose of soliciting and receiving gifts to further the religious, charitable, and educational activities of the United Methodist Church in Missouri. The Foundation seeks to promote a culture of generosity, provide investment management for long-term custodial funds, grow financial literacy in the church, and provide grants for furthering education, ministry, and programming in Missouri. The story of the Foundation is one of vision, generosity, and love – fortifying the future of United Methodism through support for faithful individuals, congregations, and ministries within the Missouri [Conference](#) of the United Methodist Church.

Today, the Foundation manages over \$120 million in assets with a full-time staff of six employees. The Foundation is committed to continuously improving their impact by making strategic investments in capacity, including sophisticated philanthropic fiduciary solutions like [iPhi](#). This ensures that the Foundation's grants, education opportunities, and financial stewardship amplify the United Methodist mission in Missouri and beyond – empowering individuals and communities to more fully engage in ministry with a world in need.

The Foundation, and, indeed, the broader Church are navigating a meaningful period of significant social, demographic, and organizational change. The Foundation is in a key strategic position to facilitate a revitalization and renewal of the church's ministries. The need for collaboration within and without the United Methodist ecosystem is critical, as is the need for innovative approaches and solutions.

For more information about the Foundation's mission, operations, historical giving, outstanding staff and partners, please access the [website](#).

## The Opportunity

The Missouri United Methodist Foundation seeks a visionary, relational, and service-oriented leader to deepen and sustain the Foundation's impact as the organization's next President and CEO. Through this executive's generosity and fund cultivation, strategic relationship-building ability, and strong administrative skills, the Foundation can create transformational impact across the state of Missouri. The Foundation's strong financials, engaged Board, and impact-oriented partners position this role well to chart a future-facing course for the Foundation: evaluating engagement, effectiveness, and efficiency for the organization, investing in structural sustainability, and embracing opportunities for innovation and catalytic growth.

The President and CEO reports to the Chair of the Board of Trustees and carries the overall responsibility for implementing the Foundation's mission, leading the staff, and advancing organizational goals. The President and CEO must set a vision for moving the organization forward and manage the change process among staff, Board, and community stakeholders. The President and CEO will prioritize and operationalize the collaboration and innovation opportunities that further the mission.

Externally, the President and CEO must represent the Foundation across audiences – maintaining strategic partnerships, managing communications, and serving as a capable champion for Foundation interests. The President and CEO works to ensure growth of the total assets under management, expanding the use of Foundation services, and promoting the financial health and vitality of United Methodist ministries.



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*Missouri clergy participants in the Practical Church Leadership certificate program at Dakota Wesleyan University, sponsored by [C2FM](#)*

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Specific responsibilities include:

- Ensuring continued efficiency and effectiveness of MUMF operations and programming
- Overseeing the creation and implementation of a robust and ongoing development program to promote gifts to United Methodist ministries throughout the Missouri Conference of the United Methodist Church
- Supporting the Board of trustees in enhancing the organization's ability to carry out its mission through strong governance and strategic planning practices
- Developing and maintaining positive and productive relationships with constituencies throughout the conference to facilitate dialogue and collaboration
- Maintaining professional connections and certifications relevant to the role

## Desired Expertise

The ideal candidate will have the following functional, people, and strategic expertise.

FUNCTIONAL	PEOPLE	STRATEGIC
<ul style="list-style-type: none"> <li>• 10+ years of successive leadership experience.</li> <li>• Bachelor's degree or equivalent educational experience. Advanced degree preferred.</li> <li>• Strong people and project management skills.</li> <li>• Strong budget management skills, forecasting experience, and planning ability.</li> <li>• Strong and responsible fiduciary stewardship and oversight experience, investment management experience, and missional programming experience.</li> <li>• Working knowledge of investment strategies, foundation resources and assets, and financial management best practices.</li> <li>• Familiarity with Foundation operational context.</li> <li>• Fundraising, donor relations, and donor strategy experience.</li> <li>• Deep experience with strategic planning, consensus-building, and facilitation.</li> <li>• Experience reporting to and working alongside Boards of Directors.</li> </ul>	<ul style="list-style-type: none"> <li>• Strong leadership qualities that inspire, empower, and guide a team.</li> <li>• Inclusive collaboration skills, a positive attitude, and emotional intelligence.</li> <li>• Experience building positive relationships internally and externally.</li> <li>• Excellent oral and written communication skills and storytelling ability.</li> <li>• An entrepreneurial drive and a scrappy, “can-do” attitude.</li> <li>• A level of composure and the ability to stay poised and polished under stress.</li> <li>• Consistent and uncompromising adherence to moral and ethical principles.</li> <li>• Strong sense of personal responsibility, loyalty, and dependability.</li> <li>• The ability to respect differences in opinion, value, or lived experience among Foundation partners and stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>• Critical thinking and problem-solving skills.</li> <li>• The ability to be forward-looking in planning and implementing long- and short-range initiatives.</li> <li>• The ability to influence and excite stakeholders towards strategic action.</li> <li>• The ability to build teams strategically and professionally develop staff.</li> <li>• The ability to clearly and efficiently communicate different value propositions to different audiences.</li> <li>• The ability to operate with flexibility and adaptability, with excellent decision-making instincts.</li> <li>• The ability to navigate complex systems and intricate problems related to the work of the Foundation.</li> <li>• The ability to negotiate compromises that represent multiple perspectives.</li> <li>• The ability to “gearshift” between strategic ideation and tactical execution.</li> <li>• <b>A clear passion for the United Methodist faith and its community in Missouri.</b></li> </ul>

## Location & Compensation

This position is located in the Greater [Columbia, Missouri](#) metropolitan area, and carries significant in-office and interpersonal meeting expectations. As such, candidates must be willing to relocate to the Columbia area or to commute regularly to the Foundation offices in Columbia.

The projected compensation range for this position is **\$160,000 to \$200,000 annually** and will be in accordance with the background and experience of the selected candidate. Compensation is supplemented by a yearly bonus and a comprehensive benefits package (complete details upon request).

## Non-Discrimination

CBIZ TCS and the Missouri United Methodist Foundation firmly support the principle and philosophy of equal opportunity for all individuals, regardless of age, race, gender, creed, national origin, gender identity, sexual orientation, religious beliefs, disability, veteran status, or any other protected category pursuant to applicable federal, state, or local law.

## Application Process

CBIZ TCS, a retained executive search firm, is partnering with the Missouri United Methodist Foundation on this important and exciting search. All calls and inquiries regarding this search should be made directly to the search firm. Nominations and applications will be held in confidence. Review of applications will begin immediately. Interested candidates should email a current résumé or CV to the email addresses listed below.

For all inquiries, nominations, or applications, please contact the following members of the CBIZ TCS team.

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