



Job Title: Anchorum Fellow Community Liaison (Fellow)

New Mexico Foundation is proud to be one of the five community foundations in New Mexico selected to host an Anchorum Fellow Community Liaison (Fellow). The Fellow will work in partnership with Anchorum Health Foundation to ensure that community investments yield the greatest possible impact.. The Fellow will serve as a critical link between the community and Anchorum, providing valuable insights into emerging and chronic trends that affect social impediments to health. The Fellow will play a vital role in shaping Anchorum’s approach to grant-making and improving community health outcomes, ensuring resources are aligned with community needs and priorities. The role involves collaborating with all of the state’s 23 federally recognized Tribes, Nations, and Pueblos, as well as the counties of Cibola, Guadalupe, Harding, McKinley, San Juan, and Union.

The Fellow will serve in a coordinator role, interfacing closely with the New Mexico Foundation and community organizations such as those funded by Anchorum as part of the Anchorum Health Foundation Community Health Funds. This position will report dually to the New Mexico Foundation and the Anchorum Health Foundation Fellows Program Manager.

Each Fellow will be part of the Anchorum Fellows Cohort that will meet regularly and share information and strategies but will be the employee of the respective community foundation. This position can be funded by Anchorum Health Foundation for up to five years but will be reviewed annually. The terms of the Fellow’s employment will be negotiated with each of the five community foundations.

As the only statewide community foundation, New Mexico Foundation’s mission is to steward community resources, build partnerships, and create opportunities that transform lives throughout New Mexico. New Mexico Foundation’s Fellow will focus on Pueblos and Tribal Nations, and San Juan, Union, Harding, McKinley, Cibola, and Guadalupe counties.

Position Responsibilities

Knowledge Sharing and Liaison: Serve as the primary liaison between New Mexico Foundation, four other community foundations and Anchorum Health Foundation (Anchorum), facilitating communication, sharing best practices, and disseminating lessons learned to promote cross-learning and collaboration across regions.

Capacity Building: Collaborate closely with Anchorum to identify strengths, weaknesses, and opportunities for capacity building, providing tailored support and resources to enhance New Mexico Foundation's ability to effectively address their community's health needs.

Partnership Development: Cultivate and strengthen partnerships with local organizations, healthcare providers, government agencies, and other stakeholders to leverage resources, share best practices, and maximize impact in addressing community health needs. Encourage partnerships with grantees in New Mexico Foundation's geographic areas funded by the initiative. Facilitate needed community engagement with elected officials at the local, state, and national level in support of current and future project delivery.

Data Analysis and Reporting: Collect, analyze, and interpret data on community health indicators, program outcomes, and community feedback to inform decision-making, track progress, and report on the impact and effectiveness of initiatives supported by New Mexico Foundation. Contribute to initiative-wide evaluation, impact assessment, and strategy activities to support the evolution of the initiative over time.

Training and Education: Provide training, technical assistance, and capacity-building workshops to community foundation staff, board members, and community partners on topics related to health equity, community development, and effective philanthropy.

Community Outreach: Bring together multiple stakeholders and community members to learn more about the health needs in each respective community. Hold community meetings on a variety of topics to develop relationships with community members and hear multiple voices and perspectives to inform grantmaking.

Program Development: Collaborate with Anchorum staff and work with local stakeholders and community residents to design and implement innovative programs and initiatives aimed at improving health equity, promoting wellness, and addressing the root causes of health challenges

Experience and Skills

- Bachelor's degree in public health, social work, community development, or a related field (master's degree preferred), but equivalent experience may be substitutes for a degree.
- Proven project management skills - from conception to design to implementation.

- Minimum of 5 years of experience working in community development, public health, or philanthropy, with a focus on addressing health disparities and social impediments to health.
- Demonstrated skills in facilitation, relationship building, partnership management and collaborative planning/delivery.
- Comfort and competency with working through adaptive challenges where solutions are not yet developed.
- Experience communicating effectively and working collaboratively with diverse people and communities.
- Ability to collaboratively lead through networking, facilitating, and problem-solving.
- Strong understanding of the social, economic, and environmental factors that influence community health and well-being, particularly in diverse and underserved communities.
- Excellent communication, collaboration, and facilitation skills, with the ability to engage diverse stakeholders, build consensus, and drive collective action towards shared goals.
- Demonstrated ability to work independently, manage multiple projects simultaneously, utilize critical thinking and adapt to changing priorities and environments.
- Commitment to equity, diversity, and inclusion, with a passion for advancing health equity and social justice in underserved communities.

Salary range \$75,000 - \$80,000. 32 hour work week.

Location Santa Fe and remote.

Benefits include New Mexico Foundation's holiday time off, vacation and sick leave, health insurance, dental and vision insurance, life insurance, short and long-term disability insurance, and a 401(k) plan with match.

How to Apply

To apply for this position, send your resume and a one-page cover letter to Nancy Pope, Development & Operations Director, New Mexico Foundation, at npope@newmexicofoundation.org.

Application Deadline

Monday, August 26, 2024, by 3:00 p.m. MST.

Equal Opportunity Employment

NMF is committed to Equal Employment Opportunity. It is our policy to encourage and support equal employment opportunity for all applicants without regard to gender, age, race, color, creed, religion, national origin, ancestry, citizenship, sexual preference or orientation, gender identity, spousal affiliation, marital status, military/veteran status, handicap or disability or membership in any other protected group.

Americans With Disabilities Act

Applicants as well as employees who are, or become, disabled must be able to perform the essential job functions either unaided or with reasonable accommodation. The organization shall determine reasonable accommodation on a case-by-case basis in accordance with applicable law.

Anchorum Health Foundation

Anchorum Health Foundation is dedicated to improving the conditions that have the greatest influence on the health of communities in our region. We are committing our resources to strengthening community-based partners tackling critical local issues.

Anchorum's investment is over a five year period of time to this initiative.

"These are investments in the sustained health and vitality of our communities," said Jenny Parks, Senior Vice President of Strategic Philanthropy at Anchorum. "These commitments provide the stability and resources necessary for innovative solutions, ensuring each of the five community foundations can effectively address their communities' unique evolving needs and drive impactful change for years to come."

For more information, visit anchorum.org.

The New Mexico Foundation

Established in 1983, New Mexico Foundation (NMF) supports the diverse people, communities, and nonprofits throughout our state. As the only statewide community foundation, NMF has distinguished itself as a nationwide leader in philanthropy through our trust-based, grassroots approach.

We work to improve the quality of life for all residents of New Mexico in three main ways:

- 1) We establish funds to provide grants, partnering with local and national philanthropic organizations to build programs and provide community funding.
- 2) We provide investment management and services for donor-advised funds and agency endowments.
- 3) We sponsor 65 small community organizations as their fiscal agent while they focus on their mission and build capacity over time to stand on their own.

For more information, visit newmexicofoundation.org.

Disclaimer: The above information indicates the general nature and level of work performed by this position. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this position. NMF has the right to revise this position description at any time. This position description is not a contract of employment and does not alter employee's at-will employment status.