

Vice President of Operations

Senior Leadership Role | Reports to the CEO

Salary: \$90,000 - \$95,000

Position Closes: February 13, 2026

Submit Resumes to Careers@partnershipforthefuture.org



Are you a strategic leader who brings clarity, discipline, and financial stewardship to mission-driven work?

We are seeking a Vice President of Operations to serve as the organization's senior operational leader and trusted partner to the President & CEO. This is a critical second-in-command role for a seasoned nonprofit leader who thrives at the intersection of strategy, finance, people, and systems, and who is energized by helping a growing organization scale responsibly while staying deeply rooted in its mission.

As the organization continues to grow and deepen its impact across multiple youth and collegiate programs, the VP of Operations ensures our internal infrastructure is as strong as our external impact. This leader brings rigor to financial management, builds sustainable systems, and creates the operational clarity that allows program leaders to focus on excellence and outcomes.

What you'll do

Strategic Leadership & Operations

- Act as a thought partner to the CEO, translating strategy into operational plans and execution
- Lead day-to-day organizational operations with a focus on efficiency, accountability, and risk management
- Provide leadership continuity and decision-making support across the organization

Financial Stewardship

- Oversee budgeting, forecasting, cash flow, financial reporting, and internal controls
- Analyze monthly financials and proactively surface insights, risks, and recommendations
- Co-lead the annual budget process and monitor performance against targets
- Serve as staff lead to the Board Finance Committee and annual audit

Compliance, Risk & Infrastructure

- Ensure compliance across insurance, legal, regulatory, and governance requirements
- Strengthen operational policies, procedures, and documentation
- Manage key vendor relationships (HR systems, benefits, IT, audit, legal)

Systems, Data & Organizational Effectiveness

- Oversee internal systems for finance, operations, and data management
- Partner with leaders to build scalable people and performance systems
- Use data to inform decisions, improve operations, and strengthen reporting

People & Cross-Functional Leadership

- Coach and develop leaders with an emphasis on clarity, accountability, and execution
- Foster collaboration across programs, operations, and communications

Our Ideal Candidate

- 7+ years of progressive experience in operations, finance, or organizational leadership
- Strong nonprofit financial management experience, including budgets, audits, and Board reporting
- Comfort working with Boards or Finance Committees
- Proven people leadership and the ability to coach senior staff
- Working knowledge of nonprofit compliance, HR practices, and benefits administration
- A track record of building or improving systems in growing organizations
- High integrity, sound judgment, and executive presence
- Ability to think strategically while staying hands-on in a lean environment

Core Strengths That Set You Apart

- Financial and analytical acumen
- Systems thinking and operational discipline
- Clear, confident communication with executives and Boards
- Accountability, follow-through, and attention to detail
- Comfort navigating ambiguity and growth

If you are energized by building strong organizations behind meaningful missions and enjoy being the operational anchor that allows programs and people to thrive, we'd love to hear from you.