



Job Title: Regional Opportunity Coordinator

Location: Jackson, MS (Occasional In-person meetings, significant time in place-based district)

Reports to: Vice President of Programs

Classification: Full-Time Associates (Exempt)

Supervisory Function: None

Job Summary:

The Foundation for the Mid South is seeking a Regional Coordinator to help advance its mission of promoting racial, social, and economic equity across Arkansas, Louisiana, and Mississippi. This role plays a critical part in executing the Foundation's strategic plan by coordinating regional initiatives, fostering cross-sector partnerships, and ensuring the effective delivery of programs in local communities.

As a connector and collaborator, the Regional Coordinator will engage with grantees, assess community needs, and cultivate strong, trust-based relationships. The position is responsible for facilitating initiatives that leverage each region's unique strengths while addressing its distinct challenges. All programs will be guided by a commitment to being community-informed, data-driven, and closely aligned with the Foundation's overarching strategic priorities.

Key Responsibilities:

Community Engagement & Program Implementation

- Coordinate and support implementation of regional programs aligned with FMS strategic goals.
- Organize and facilitate listening tours, community meetings, and engagement sessions to gather input from local stakeholders.
- Work with grantees, partners, and staff to align community-driven solutions with FMS's strategic priorities.
- Serve as liaison between community partners and FMS program staff.

Strategic Goal Execution

Help implement key initiatives under each strategic priority area:

- Education Opportunities: Support dropout prevention, early childhood programs, and college access efforts.
- Health Opportunities: Facilitate partnerships for nutrition and maternal health, addressing the gun violence epidemic.
- Economic Opportunities: Assist with housing, resilience, and workforce development efforts. Assist with scaling high-impact programs across regions.

Partnerships & Relationship Management

- Cultivate and maintain relationships with nonprofit organizations, government agencies, educational institutions, and business leaders.
- Support public-private partnership development as outlined in Years 3–4 of the strategic plan.
- Represent FMS at regional events, summits, and collaborative initiatives.

Monitoring, Evaluation, and Learning

- Collect, analyze, and report on regional program data to inform decision-making and demonstrate impact.
- Document and share success stories, lessons learned, and emerging best practices.
- Collaborate with the communications team to promote regional achievements and elevate community voices.
- Assist with collecting, managing, and analyzing data to track program KPIs.
- Progress report and provide input for strategic refinements.



Competencies Required:

Mission Alignment:

- Demonstrates a strong understanding of the Foundation's mission and values, integrating them into daily tasks and interactions.
- Actively seeks opportunities to further engage with the mission and contribute positively to the organization's impact.

Effective Communication:

- Communicate professionally and respectfully with team members, community members, and stakeholders, fostering an environment of open dialogue.
- Adapts communication style to meet the needs of diverse audiences, ensuring clarity and mutual understanding.

Systems and Policy Thinking:

- Understands the interconnectedness of organizational functions and proactively identifies opportunities for collaboration and efficiency.
- Considers the broader organizational goals in daily work, enhancing strategic contributions.

Project Management:

- Prioritizes tasks effectively and meets deadlines, ensuring successful project outcomes through collaboration.
- Provide regular updates on progress and seek guidance as needed to achieve objectives efficiently.

Financial Acumen:

- Demonstrates a foundational understanding of financial principles, such as budgeting and expense tracking, to support the organization's financial health.
- Actively pursue opportunities for skill development in financial management through training and mentorship.

Resource Mobilization:

- Effectively identifies and utilizes resources to accomplish specified tasks and projects, optimizing outcomes.

Analytical Ability:

- Applies analytical skills to problem-solving and informed decision-making, using data to recognize trends that influence work.

Coaching:

- Welcomes feedback and guidance, showcasing a commitment to professional growth and an openness to learning.
- Actively seeks opportunities for skill enhancement, adapting to new challenges with enthusiasm.

Board Engagement:

- Understands the significance of board governance and seeks to engage with board members, providing valuable insights and perspectives.
- Takes initiative to learn about the board's structure and functions to better align with the organization's strategic vision.



Qualifications:

Education: A bachelor's degree is required; a master's degree is preferred

Experience: At least 5 years of professional experience in a management and program role, ideally in a rapidly evolving institution.

Skills:

- Strong written, verbal, and public speaking abilities for diverse audiences.
- Proficient in Microsoft Office Suite (Word, Excel, and Microsoft 365), Adobe, virtual meeting platforms (e.g., Zoom, Teams)
 - Experience using project management and CRM tools is a plus (e.g., Asana, Salesforce, Blackbaud, Microsoft Teams)
- Experienced in community engagement, program development, implementation, and KPI tracking, with proven skills in impact reporting and storytelling.
- Demonstrated cultural competence with a commitment to equity, inclusion, and working effectively with diverse communities.
- Strategic thinker with a successful track record in setting priorities, shaping processes, guiding investments in people and systems, and building organizational efficiency.
- Strong organizational, time management, and problem-solving skills; adaptable and resourceful in navigating shifting priorities, tight deadlines, and complex settings.

Ethics & Integrity:

- High level of professionalism and ethical standards, with a commitment to confidentiality and integrity in managing sensitive information.
- Strong understanding of regulatory requirements and adherence to compliance guidelines.

Salary Range: \$55,000 - \$60,000

Benefits: Competitive salary and benefits: 401(k) retirement savings and planning, medical, dental, vision, life AD&D, vacation, medical, and paid holidays. Other benefits include cell phone and gym reimbursement, educational assistance, and professional development opportunities.

Qualified applicants should submit a letter of interest and resume to careers@fndmidsouth.org. All materials should be addressed to the attention of Meshelle Rawls, VP of People & Culture. Candidates invited to move forward in the hiring process should be prepared to submit a writing sample and references.

Physical Requirements and Working Conditions. This position is primarily in an office setting and may require occasional travel.

- This job description may not be inclusive of all assigned duties, responsibilities, or aspects of the job described. It may be amended at any time at the sole discretion of the Employer. Reasonable accommodations may be made to enable individuals with disabilities to perform essential job functions.
- This position requires a valid state driver's license, a safe driving record, reliable transportation, and insurability through our vehicle insurance carrier.
- The Foundation for the Mid South is an Equal Opportunity Employer committed to diversity. We believe that no one should be discriminated against because of their differences, such as age, disability, ethnicity, gender, gender identity and expression, religion, or sexual orientation. All employment decisions shall be made without regard to age, race, creed, color, religion, sex, national origin, ancestry, disability status, veteran status, sexual orientation, gender identity or expression, genetic information, marital status, citizenship status, or any other basis as protected by federal, state, or local law.



About the Foundation:

Founded in 1990, the Foundation for the Mid South is a regional foundation that improves individuals and communities by bringing people together, strengthening communities, and multiplying resources. By working with a wide range of resources, skills, and talents, the Foundation strives to nurture families and children, improve schools, and build economies for all throughout Arkansas, Louisiana, and Mississippi. For more information, please visit www.fndmidsouth.org.