



The Mind Trust
Transformative education. Rooted in equity.

1630 N Meridian Street, Suite 450
Indianapolis, IN 46202
317.822.8102

Job Description: Vice President of Impact

Organizational Overview

The Mind Trust is an Indianapolis-based education nonprofit that works to build a system of schools that gives every student in Indianapolis, no exceptions, access to a high-quality education. The Mind Trust does this by building a supportive environment for schools through policy and community engagement, empowering talented, diverse educators to launch new schools, and providing existing schools with the support they need to hire world-class talent and achieve excellence. Since 2006, The Mind Trust has supported the launch of 49 schools, 15 education nonprofit organizations, and has helped place more than 1,750 teachers and school leaders in Indianapolis classrooms.

About The Mind Trust

We are a high-impact, fast-paced organization that emphasizes a results-oriented culture. Our team is highly collaborative and we take pride in offering a flexible work environment. The Mind Trust is committed to diversity, equity, and inclusion (DEI) in all we do to ensure present and future educational success for all students in Indianapolis. Upholding these principles is critical for our staff, Fellows, community stakeholders, and partners to spark radical systemic change. We recognize the past and continued existence of institutional racism, discrimination, privilege, and oppression in our education system and society at-large, in particular its adverse effects on our students of color.

The Mind Trust's Talent Philosophy

At The Mind Trust, **values- and mission-aligned, high-capacity** team members **collaborate** and **innovate** to achieve transformative education outcomes. We cultivate a **diverse and inclusive culture** where team members bring their **whole selves** to work and where we demonstrate **care for one another**. We are **self-driven leaders** who operate with a high degree of **autonomy**. We invest in **development**, encouraging and expecting **continuous reflection, learning, and growth**—all driven by a strong sense of **innovation** and **curiosity**.

Position Overview

The Vice President of Impact will manage the impact team, which includes the community engagement, Empowered Families, communications, and development teams. The Vice President

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of Impact will play a crucial role in supporting and collaborating with the executive leadership team to develop and implement organizational strategies that align with The Mind Trust's mission and goals. The Vice President of Impact will report to the Chief Operating Officer and Executive Vice President.

The ideal candidate will lead The Mind Trust's collective impact strategy from development to execution, which requires building coalitions between internal teams and subject matter experts, community-based organizations, and funders. In addition to bringing deep experience leading collective impact initiatives, the Vice President of Impact must be knowledgeable in the field of education. In this role, the ideal candidate will be expected to inspire the trust and confidence of others on their team, The Mind Trust as a whole, and from the Board and stakeholder organizations with whom they interact. The position requires the ability to lead a diverse team of professionals, provide strategic leadership to the organization, and balance, prioritize, and integrate competing interests with limited resources.

Position Responsibilities

Strategic Planning

The Vice President of Impact will lead The Mind Trust's impact strategy, including collaborating with the executive leadership team to understand and articulate that vision. In this role, the Vice President of Impact will:

- Develop and implement strategic plans to achieve maximum impact as an organization.
- Ensure the measurement of impact utilizing results-based strategies for each team.
- Identify strategic community-based partners; establish and maintain strong relationships.
- Identify and foster relationships with subject matter and program experts to ensure The Mind Trust can accurately and confidently lead conversations regarding initiatives.
- Serve as a strategic thought partner and support to the Chief Operating Officer and Executive Vice President
- Manage, often in partnership with the executive leadership team, strategic relationships with grant-making agencies and institutions.

Team Leadership

The Vice President of Impact will lead the impact team, consisting of the community engagement, communications, EmpowerED Families, and development teams. Ensuring coordination and



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collaboration between all programs and staff and building team cohesiveness by establishing, communicating, and reinforcing shared values is a key leadership responsibility. Specifically, the Vice President of Impact will provide team leadership as they:

- Communicate the vision and direction of the Impact Team so that all team members are clear about their roles, responsibilities, and reporting relationships.
- Build organizational capability by identifying skills needed on the team and partnering with the executive leadership team to make sure these organizational needs are met.
- Develop staff in alignment with strategic priorities.

Qualifications

- Deep commitment to and enthusiasm for The Mind Trust's mission of ensuring that all children have an opportunity to receive an excellent education.
- Ability to think strategically, with a passion for putting resources where their impact will generate strong and scalable results.
- Tactical planner who can translate strategic thinking into action plans and results.
- Highly organized with strong attention to detail, excellent interpersonal skills, and a high bar for quality.
- Ability to establish and maintain positive, collaborative relationships with stakeholders both internally and externally.
- Ability to work independently and collaboratively, and thrive in a high-energy, fast-paced environment.
- Track record of organizing and directing multiple teams and departments.
- 10+ years experience in an organizational management or executive role.
- A bachelor's degree or equivalent combination of education and/or experience required.
- Advanced computer skills including Google Workspace and Microsoft Office – Word
- Excel and PowerPoint required.
- Familiarity with education policy and nonprofit management.

Compensation

The Mind Trust offers competitive compensation commensurate with experience and a comprehensive benefits package including medical, dental and vision insurance, a 403(b)



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retirement plan including employer match and paid time off.

The Mind Trust is an Equal Opportunity Employer.

Interested candidates should send resume and cover letter to Kay Mason at kmason@themindtrust.org.

To learn more about The Mind Trust, visit themindtrust.org.

