



# OPEN POSITION

## Director of Enterprise Risk Management

**Employer:**  
Margaret A. Cargill Philanthropies

**Job Type:**  
Full Time

**Salary Range:**  
\$200,000 - \$238,000

**Job Location:**  
Eden Prairie, Minnesota

### About Margaret A. Cargill Philanthropies

Margaret A. Cargill Philanthropies (MACP) is the umbrella over the grantmaking foundations created by the late Margaret Cargill: Margaret A. Cargill Foundation and Anne Ray Foundation. MACP provides meaningful support through long-term relationships with strategic grantee partners across seven program domains: Environment, Disaster Relief & Recovery, Arts & Cultures, Teachers, Animal Welfare, Quality of Life, and Legacy & Opportunity.

The collective assets of MACP place it among the 10 largest philanthropies in the United States.

The two foundations have separate boards and investment portfolios but share a common mission of providing meaningful assistance and support to society, the arts, and the environment.

**Margaret A. Cargill Foundation** is a private foundation that came into existence upon Ms. Cargill's death in August 2006. At year-end 2023, MACF's assets are approximately \$3.2 billion.

**Anne Ray Foundation** is a supporting organization, which may make grants only to supported organizations specifically named by Ms. Cargill. At year-end 2023, ARF's assets are approximately \$4.9 billion.

### How to Apply for this Position

To apply, use the link below to submit your application.

<https://nrmc.typeform.com/DirectorofERM>

At this time, please do not send a resume and cover letter. For more information about this application and hiring process, see the section at the end of this document called "The Hiring Process."

If you require an accommodation to submit your application, please email [info@nonprofitrisk.org](mailto:info@nonprofitrisk.org) or call 703.777.3504.

## About Margaret A. Cargill Philanthropies

### **Our Philosophy of Grantmaking**

MACP's Philosophy of Grantmaking reflects values and the organization's guiding principles and is always directed toward our mission and core purposes. We expect grantmaking to have these characteristics:

- We **lead with our values**, internally and externally.
- We **partner with capable organizations** that have demonstrated their ability to work successfully in our interest areas and in a manner consistent with our values. We look to our grantees as partners and co-learners.
- We provide **meaningful support to strategic grantees**.
- We support **work in and with communities** toward **sustainable** solutions.
- We pay special attention to **underserved or low-attention** areas, populations, or issues.
- We value and affirm the integration of all functions of the Philanthropies in our grantmaking.
- We make a **measurable impact** on focused goals.
- We evaluate our work, **reshape our approaches as we learn, share**, and **apply** our learning to future grantmaking.

### **Our Commitment to Diversity, Equity, Inclusion, and Justice**

We envision a future in which our philanthropic resources and relationships help remove systemic barriers that limit access to opportunity and marginalized people within communities, as well as help empower and support them as agents of the change they seek. In this way, our joint efforts deepen and sustain the impact we work to achieve.

To achieve this impact, we seek to foster a culture – both internally and externally with grantee partners, community members, and other strategic partners – where differences are seen and respected, voices are heard, and individuals feel supported and valued for their authentic selves.



## **About Our Workplace**

Our community of more than 115 employees brings expertise from a variety of professional and personal experiences. We are inspired by a common mission, shared values, and the difference we can make by working together.

In January 2023, we adopted our Employee Value Proposition (EVP) that shares our commitments to our team member's careers. We are committed to ensuring a diverse workforce where all team members feel like they belong, and we put equity at the center of our approach to individual development. We make a robust investment in each team member's professional development to ensure they can contribute meaningfully to MACP's mission, grow in their roles, and achieve their career goals both within and outside of MACP. We also value staff retention, and the stability and consistency of a dedicated team. You can read our full EVP [here](#).

We are also proud to offer a welcoming workplace that supports our employees' health and overall well-being. We supplement that environment with activities throughout the year that promote collaboration, learning, and fun. Reflecting our investment in staff well-being, we have deepened our commitment to flexible work schedules and implemented an innovative new approach to work arrangements in 2022. All MACP staff have a reduced workweek, with half-day Fridays, year-round, with the option of working remotely up to two days per week.

MACP's home in Eden Prairie, Minnesota is a foundational aspect of our identity, reflecting an organizational commitment to sustainability, balance, and collaboration. In spring 2016, MACP completed a major building expansion, and our LEED Platinum-certified building features include sustainable materials, outdoor meeting areas, a fitness room, and unique art and keepsakes from Ms. Cargill's personal collection and others, that reflect our grantmaking and the communities where we work. Our space is a living reminder of our values.

Eden Prairie is part of the Twin Cities metro area, including Minneapolis and St. Paul, which have over 3 million residents and together make up one of the major metropolitan areas in the country. A unique blend of small town and major cosmopolitan hub, both urban cores boast a thriving business atmosphere.

For more information about MACP, please visit our website: [www.macphilanthropies.org](http://www.macphilanthropies.org).

# The Opportunity

MACP seeks candidates who share the organization's values and commitment to join our team as the Director of Enterprise Risk Management (ERM). This role will lead and champion enterprise risk management across the organization. The Director of ERM will manage one Enterprise Risk team member directly and have opportunities to engage with cross-functional teams across the organization.

The work environment is an office setting with a designated office or workstation at the Margaret A. Cargill Philanthropies office in Eden Prairie, Minnesota. We practice a hybrid work schedule with the expectation that employees will work in-office 3 days per week; this includes working in the office Tuesday and Wednesday and either Monday or Thursday; all employees work remotely for a half-day on Friday. We practice shared work hours between 9:00 AM – 3:00 PM Monday-Thursday and 9:00 AM – 12:00 PM Friday.

## Job Purpose

The Director of Enterprise Risk Management (ERM) develops, supports, leads, and champions a holistic and integrated enterprise risk management program at the Margaret A. Cargill Philanthropies (MACP). The role advances and supports a culture that enables MACP leaders and teams to make informed, risk-aware decisions that advance our mission. This position reports to the Chief Financial Officer and is part of the Enterprise Risk Management team and the Cross Functional Group leadership team.

## Responsibilities

### *Primary Responsibilities*

- Design and implement strategic and operational risk management strategies and practices that support MACP in achieving its mission.
- Lead activities to foster a strong risk culture where organization values guide staff in risk aware planning, where roles are clear and understood and where staff at all levels and within all functions and teams are actively engaged in role-based risk management activities.
- Facilitate growing awareness and understanding of risk concepts, roles and responsibilities across the staff team, among function leaders, with senior management and Boards.
  - Serve as an internal consultant to function leaders, senior leaders and others across MACP to support timely risk identification and action planning.
  - Develop and deliver learning opportunities covering topics such as risk management, exploring opportunity risks, resilience building, business continuity and crisis management.
  - Explore, develop and champion the use of practical tools and resources that strengthen risk awareness and action planning while building confidence in practicing concepts.
- Periodically lead an enterprise risk assessment and coordinate the regular reporting of the organization's risk profile to function leaders, senior management, and Boards. Ensure responsive plans are designed and implemented according to organization priorities.
- Lead management of risk roles assigned to the ERM function including business continuity and resilience planning, travel risk and safety planning, third party risk, business insurance procurement and monitoring (below) and other roles as assigned. Engage other functions to optimize staff participation in risk aware thinking and development of resilient practices within functions.

- Equip leaders with tools and strategies to effectively lead response to incidents managed at function levels and proactively prepare for future ones by using forward thinking and values-based decision-making. Collaborate with function leaders running responses to provide support and other assistance as identified.
- Serve as crisis response leader, employing clear thinking and expert problem-solving skills to lead the incident response for high-stakes and/or complex issues, including designing and overseeing the implementation of crisis management strategies and contingency management plans, ensuring they help the organization return to “business better than usual” and contribute to long-term operational resilience.
- Maintain awareness of emerging risk issues broadly and within the philanthropic sector, seeking opportunities to share knowledge across MACP to inform work and promote risk aware planning.
- Evaluate risk management in relation to industry standards and best practices. Periodically assess effectiveness of risk strategies to support the realization of MACP’s mission and strategic priorities.
- Collaborate with function leaders to ensure the ongoing evolution and strengthening of MACP’s strategies and practices through systematic approaches, including building awareness of issues and opportunities and supporting functions in developing approaches to protect safe and efficient operations.
- In coordination with legal and finance, implement and manage business insurance coverages as part of MACP’s risk financing strategy.
- Perform special projects and other duties as assigned, including serving as subject matter expert in risk assessment and mitigation activities.

### ***Leadership and Supervisory Responsibilities***

- Provide supportive leadership to risk management activities across the organization.
- Work in partnership with senior management and others across the organization to influence and align colleagues from different areas and interests toward accomplishment of the shared mission of Margaret A. Cargill Philanthropies.
- Champion MACP’s vision and commitment to diversity, equity, inclusion, and justice (“DEIJ”) by demonstrating awareness of systemic racism and other forms of structural injustice and committing to advance DEIJ efforts by embedding them into team and organization-wide goals and work.
- Lead, coach, and develop staff to fulfill organizational requirements and cultivate a team culture that encourages building trusted relationships with internal and external stakeholders, collaboration, innovation, and objectivity. Encourage delivery of support to others with an empathetic service mindset.
- Provide effective leadership for the Enterprise Risk Management team including recruiting, mentoring, training and developing, assigning and directing work and appraising performance. Work closely with staff and colleagues across the organization, taking every opportunity to support them in their roles as they develop plans and associated deliverables related to their risk management roles.
- Demonstrate commitment to intercultural understanding and sensitivity with the ability to lead teams through the operationalization of diversity, equity, inclusion and justice (DEIJ) into strategy, processes, practices, and relationships.
- There is 1 direct report to the Director of Enterprise Risk Management.
- This role serves the ERM team and is part of the Cross Functional Group leadership team and reports to Naomi Horsager (Chief Financial Officer).

# Candidate Profile

## Education, Experience, and Qualification Requirements

Outstanding candidates for the position will offer many of the qualities, skills, and characteristics listed here. We know that no candidate is likely to have every one of these qualities, so we encourage interest and applications from people who have many of these qualities and are eager to grow into all of the responsibilities listed.

- Bachelor's degree required; advanced degree preferred.
- 10+ years' experience in enterprise risk management, risk management, risk consulting or combination of those fields.
- Experience in a full-time staff role in a nonprofit organization preferred, with a strong preference for some prior experience in a grantmaking nonprofit.
- A thorough understanding of risk management strategies and practices and experience applying them in a leadership role.
- Strategic thinker with the ability to anticipate potential outcomes, broad knowledge and perspective, and willing to collaborate with others in seeking to understand issues and develop solutions.
- Strong influencing, negotiating and leadership skills combined with strategic communication strength, both written and verbal.
- Proven experience building strong and sustainable relationships across an organization, to collaborate with and achieve actionable results through others, and to maintain the highest level of confidentiality in both internal and external relationships. Able to interact effectively and diplomatically with various functional areas, thoughtfully considering and incorporating stakeholder feedback, as appropriate.
- Experience leading and supervising a team, with demonstrated ability to develop strengths of individual team members and to build effective, values-based teams.
- Ability to maintain composure under pressure; experience with incident management and leading crisis responses strongly preferred. Includes effective project management, communications, stakeholder engagement, and problem solving.
- Strong written and oral communication skills with experience interacting with senior management and Boards.
- Strong analytical ability; sound judgment and skill in prioritization and strong orientation to deadlines and detail.

## Travel

Ability to travel up to 10% of the time.

## Physical Requirements and Work Environment

The work environment is an office setting with a designated office or workstation at the Margaret A. Cargill Philanthropies office in Eden Prairie, Minnesota.

- Hybrid work schedule of 3 in-office days per week with the option to work remote up to two days per week. This includes working in the office Tuesday and Wednesday and either Monday or Thursday; all employees work remotely on Friday.
- Shared work hours between 9:00 AM – 3:00 PM Monday-Thursday and 9:00 AM – 12:00 PM Friday.
- There may be occasions where it is required to be in office more than 3 days in a week or on a day normally scheduled as a remote workday, depending on the role.
- Occasionally, the person in this role may be required to adjust to time pressures and frequent changes. This role may require an irregular schedule or overtime.
- This position is primarily a sedentary role with an adjustable sit/stand desk.
- The person in this position needs to occasionally move about inside the office to access file cabinets, office equipment, attend meetings or events, etc.
- Occasional or intermittent physical activities may include bending, reaching, twisting, stooping, or climbing within an office environment.
- This position requires regular use of a computer to complete work responsibilities. It also includes regularly working with other office equipment and communication technology, such as a videoconferencing, telephone, copy/print machine.
- This role also frequently performs multiple tasks simultaneously and works closely with others as part of a team.

*The above statements are not intended to encompass all functions and qualifications of the position; rather, they are intended to provide a general framework of the requirements of the position. Job incumbents may be required to perform other functions not specifically addressed in this description.*

# Compensation and Benefits

MACP has identified a salary range of **\$200,000 - \$238,000** for this role.

*Actual starting salary of the selected candidate will be commensurate with years, breadth, and depth of relevant experience, education, certifications, credentials, special skills, accomplishments, and other factors relevant to the position.*

MACP is proud to offer a welcoming workplace that supports our employees' careers as well as their life outside of work, including activities throughout the year that promote collaboration, learning, and fun. For a detailed outline of our benefits, please visit [Careers – Margaret A. Cargill Philanthropies](#).

- Competitive compensation, including relocation support
- Professional development benefits, including opportunities to participate in relevant membership organizations and external learning activities
- Tuition reimbursement for employees pursuing college or advanced degrees or a certificate
- Strong medical, dental, and vision benefits for staff and their dependents with competitive monthly premiums and flexible spending accounts
- Reduced work week for all staff, with half-day closures on Fridays, year-round
- Four weeks of paid time off, in addition to a week-long year-end office closure
- Retirement programs, including 401(k) matching at 5%, with access to employer-paid financial planning resources
- In addition, the organization may provide a discretionary contribution to employees' 401(k) plan that vests over a five-year period
- Matching gift program for charitable donations
- Additional benefits such as an employee assistance plan, an onsite fitness room, and paid parental leave



# The Hiring Process

*Note: This is intended to provide general process expectations; however, MACP reserves the right to make modifications they deem to be necessary.*

## Initial Screening

- Applicants apply via the link found on the first page of this document. *Only applications submitted through the process outlined in this posting will be considered.*
- A representative from the Nonprofit Risk Management Center (our search firm for this posting) will screen applications on a rolling basis until the role is filled. Replies will be sent to all applicants about whether they are proceeding within 2-3 weeks.
- The Nonprofit Risk Management Center may conduct initial screening calls via phone or Zoom.

## Interviews

- We will invite qualified candidates for first-round interviews with the hiring manager and a representative of Human Resources. These 60-minute interviews will focus on skills alignment and experience related to the role.
- Candidates selected to advance will take part in second-round interviews with a cross-section of 8-10 staff members from MACP, in 4-6 hours of 30-45-minute conversations that focus on skills alignment (with team members in the open position's department) and on culture and values (with potential teammates and colleagues from other parts of the organization).
- The 1-2 top candidates may have a final interview with the hiring manager.
- We will ask finalist candidate(s) for references.
- We discuss specific start dates to consider the candidate's needs.

## Candidate Preparation

- At each interview stage, we offer the opportunity for candidates to ask questions of our team and invite those questions.
- We recommend that candidates thoroughly review the job description prior to interviews, to consider the types of questions that might be asked about their experience. It is also helpful to review the MACP website to understand our values and culture.
- All interviews after the initial screening will take place on-site at The Preserve in Eden Prairie, MN.

The interview process takes approximately 4-6 weeks.

## Commitment to Diversity, Equity, Inclusion, Justice, Equal Opportunity, and Accessibility

Margaret A. Cargill Philanthropies and the Nonprofit Risk Management Center (NRMC) believe that fostering an inclusive environment is essential to building trust, engaging effectively, and driving meaningful impact. We recognize that the strength of the organization lies in the diverse perspectives and experiences of our team members. Therefore, we actively encourage individuals from a wide range of backgrounds – including people of color, individuals of all gender identities, members of the LGBTQ+ community, and people with disabilities – to join us in contributing their unique skills and insights.

As equal opportunity employers, we are dedicated to considering applicants without regard to race, color, religion, gender, pregnancy, sexual orientation, age, national origin, marital status, citizenship, disability, veteran status, or any other protected characteristic as established under law.

MACP and NRMC are committed to ensuring the full inclusion of all qualified individuals. To support this commitment, we provide reasonable accommodations for individuals with disabilities. If you require assistance to participate in the job application or interview process, perform essential job functions, or receive other employment benefits and privileges, please reach out to NRMC at 703.777.3504 or [info@nonprofitrisk.org](mailto:info@nonprofitrisk.org). We look forward to welcoming individuals who will strengthen our mission and enrich our community.