

President & Chief Executive Officer (CEO) Position Description

About PEAK Grantmaking

PEAK Grantmaking is a vibrant community of more than 9,000 philanthropy professionals dedicated to advancing equitable, effective grantmaking practices. PEAK's mission is to transform philanthropy by elevating the field of grants management and empowering grants management professionals to lead the way in operationalizing equity-centered, values-driven grantmaking practices.

PEAK believes in principled grantmaking practices that align funders and nonprofits as equal partners in advancing their respective missions and strategic objectives. Narrowing the power gap and ensuring that funders live their values through their grantmaking practices will result in positive change for the causes and solutions we seek to collectively advance. PEAK Grantmaking bases its decisions and actions on six core organizational values: Community, Equity and Inclusion, Integrity, Learning, Partnership, and Transparency.

The Opportunity

As PEAK turns 30, it seeks an experienced, strategic, and values-driven executive leader to serve as the organization's next President & CEO. This person will bring strong management abilities and deep knowledge of the philanthropic and nonprofit landscape. The role requires a leader who can build and sustain a high-performing team, align resources with mission, and ensure operational excellence while advancing PEAK's vision and mission.

This role is well suited for a senior executive who combines field credibility with strong financial and operational leadership, a deep commitment to building a human-centered workplace, and a track record of strengthening and demonstrating organizational value. The President & CEO will be expected to lead with an equity mindset while ensuring PEAK's long-term financial sustainability and relevance in a changing philanthropic landscape.

Key Responsibilities

Organizational Leadership & Strategy

- Lead the development and execution of PEAK's strategic vision in partnership with staff, Board, and members
- Translate strategic priorities into clear goals, operational plans, and measurable outcomes
- Monitor and shape trends in philanthropy, nonprofit operations, technology, equity, and knowledge management to ensure PEAK remains an active contributor

Financial Stewardship & Sustainability

- Ensure PEAK's long-term financial health through disciplined financial management, scenario planning, and revenue strategy
- Oversee membership revenue, earned income, sponsorships, and philanthropic support, with a focus on financial resilience and predictability

- Lead and support strategies to deepen and diversify PEAK's revenue streams, in partnership with staff and the Board, including identifying new funding opportunities, cultivating relationships with donors, foundations, and funding partners
- Build robust, trusting, and long-lasting relationships with key funders, grounded in transparency and mutual value
- Monitor organizational cost performance and value-creation using clear financial and impact metrics to evaluate organizational health, program effectiveness, and strategic progress and inform decision-making

Team Leadership & Organizational Culture

- Lead, mentor, and support a talented staff team, fostering a human-centered culture of trust, accountability, learning, and collaboration
- Champion equity, inclusion, and transparency in internal operations and leadership practices, including how decisions are made, work is resourced, and staff are supported
- Ensure organizational systems, policies, and infrastructure enable staff effectiveness, well-being, and retention

Member Value & Community Building

- Ensure PEAK delivers high-quality programs, learning opportunities, and convenings that meet the evolving needs of a diverse membership base
- Foster a strong, inclusive community grounded in peer learning, trust, and shared practice
- Use data, feedback, and evaluation to continuously improve the member experience
- Strengthen volunteer leadership, regional chapters, and communities of practice as both community-building and value-generation mechanisms

Field Leadership & External Engagement

- Act as a thought leader in the field to help evolve philanthropic and grantmaking practices in a more equitable way, including for technology and knowledge management
- Serve as PEAK's primary ambassador and spokesperson to members, funders, partners, and the broader philanthropic ecosystem
- Strengthen PEAK's position as a trusted voice on grantmaking operations, effectiveness, and equity
- Cultivate strategic relationships with peer organizations, funders, and field leaders to advance shared goals and collective impact

Governance & Board Partnership

- Partner effectively with the Board of Directors to support strong governance, shared accountability, and strategic decision-making
- Keep the Board well-informed on organizational performance, risks, and opportunities
- Ensure compliance with legal, financial, and regulatory requirements

Initial Priorities

In the first year, the next President & CEO will partner closely with the Board to set organizational direction, ensure financial stability, support a high-performing staff, and strengthen PEAK's role as a trusted convener and thought leader in philanthropy. Key initial priorities include:

- **Listening, Learning, and Ensuring Continuity:** The President & CEO will engage deeply with staff, Board, members, partners, and funders to understand PEAK’s 30-year history, culture, operations, and member expectations. At the same time, they will ensure continuity of core programs and operations while assessing opportunities and areas for improvement—particularly in financial sustainability, staffing capacity, and member value.
- **Strengthening Organizational Resilience and Capacity:** In light of PEAK’s recent restructuring, the President & CEO will continue to support efforts to strengthen internal practices and fundraising efforts and align resources with strategic priorities. The President & CEO will focus on evaluating and developing staff capacity and capabilities, including hiring where needed, to build a cohesive, accountable team.
- **Deepening and Demonstrating Member Value:** The President & CEO will work with members, staff, and volunteer leaders to refine programs, learning opportunities, and convenings that deliver meaningful, practical value. They will ensure PEAK’s offerings advance equitable and effective grantmaking, remain relevant and accessible, and reinforce PEAK as a trusted hub for peer learning—ultimately supporting member engagement, impact, and financial sustainability.

Desired Qualifications & Competencies

We value a range of leadership experiences and encourage candidates to apply even if they do not meet every listed qualification, particularly if they bring relevant competencies, curiosity, and commitment to PEAK’s mission:

- Minimum of 10 years of progressively responsible leadership experience working in or with the nonprofit or philanthropic ecosystem, with a strong understanding of grantmaking practices, technology and compliance
- Demonstrated ability to lead with an equity-centered, values-driven approach while making disciplined operational and financial choices
- Proven experience overseeing organizational operations, budgets, and systems that ensure fiscal health, compliance, and sustainability
- Demonstrated success recruiting, developing, and retaining diverse, high-performing teams in a mission-driven environment
- Deep understanding of nonprofit finance, including budget design, forecasting, cash flow management, reserves planning, and experience creating financial strategies that promote financial stewardship and sustainability
- Experience working for a membership or professional association, with a demonstrated ability to translate member value into organizational sustainability
- Strong written and verbal communicator with the ability to engage, inspire, and represent PEAK’s mission to a wide range of audiences, including members, funders, and partners
- Adept at cultivating strong relationships and facilitating dialogue, bridging perspectives, and creating momentum around shared priorities
- Experience managing in a remote work environment and creating a culture where staff feel valued, supported, and inspired to lead and grow
- Knowledge of the nonprofit and philanthropic landscape and familiarity with networks,



coalitions, and other organizations that have synergies with PEAK's mission

Compensation & Benefits

PEAK Grantmaking offers a competitive salary commensurate with experience, along with a comprehensive benefits package and a commitment to equitable and transparent compensation practices. The salary range for this position will be \$225,000 - \$275,000. The final salary will be determined in accordance with the candidate's experience and location.

Location and Work Environment

This position is fully remote and all PEAK staff are virtual, but periodic travel is required for this role. PEAK currently operates on a reduced-hour work week. The President & CEO is expected to model and promote human-centered, sustainable work practices while ensuring organizational effectiveness and financial health.

Equal opportunity and having a diverse staff are fundamental principles of PEAK Grantmaking, where employment and promotional opportunities are based on individual capabilities and qualifications without regard to race, color, religion, gender, pregnancy, sexual orientation/affectional preference, age, national origin, marital status, citizenship, disability, veteran status, or any other protected category as established under law.

How to Apply

PEAK Grantmaking has exclusively retained Nonprofit HR powered by OneDigital to find its next President & CEO. Interested applicants should submit a cover letter and resume [here](#). The deadline for this posting is April 13, 2026.

Please visit: <https://www.peakgrantmaking.org/> for more information about the organization.

For further details about this opportunity, you may contact Sophia LaFontant, Consultant, Search, at Sophia.LaFontant@onedigital.com.