

POSITION PROFILE

Director, Institutional Partnerships

Mozilla Foundation

Location Flexible



ABOUT THE MOZILLA FOUNDATION

Established in 2003, and guided by the Mozilla Manifesto, the Mozilla Foundation believes the Internet is a global public resource that must remain open and accessible to all. Mozilla’s mission is ambitious: making the health of the internet a mainstream issue. It is also vital: as centralization, surveillance, exclusion, and other online threats proliferate, we need a movement to keep the web a global public resource. Mozilla’s programs operate at different scales and locations around the world, fueling the movement for a healthy Internet.

In 2020, the Mozilla Foundation launched a multi-year investment strategy focused on creating a ‘movement building arm’ for Mozilla that would work with people around the world to build and protect a healthy internet. As a part of the overall Mozilla Project, these movement-building efforts are made real by a set of philanthropic and advocacy programs housed within the Mozilla Foundation.

The foundation is also the sole shareholder in the Mozilla Corporation, the maker of Firefox and other open-source tools. Mozilla Corporation functions as a self-sustaining social enterprise – money earned through its products is reinvested into the organization.

LEARN MORE:

foundation.mozilla.org



THE OPPORTUNITY

Mozilla seeks a dynamic and ambitious fundraising professional to conceive, design, and lead effective multi-year fundraising strategies to expand and enhance our organization's grants revenue stream and portfolio of funders. The Director, Institutional Partnerships plays a pivotal role in building strategic funding partnerships, identifying and cultivating new institutional funding opportunities, and participating in funding networks that result in multi-year grants to support Mozilla's programs.

The Director reports to the Vice President, Global Programs, who leads Mozilla's grantmaking strategy and programs. The Director will manage up to two senior-level Grants Officers in finding and winning strategically aligned funding opportunities and partner with the Global Programs directors and program officers to identify and build compelling funding opportunities that help realize our short and long-term plans. The Director will coordinate with Mozilla's Data + CRM team on relationship management needs and strategies while ensuring adherence to data policies and oversees Mozilla's relationship with the Finance team around incoming grant management and performance reporting for funding partners. Additionally, the Director will collaborate with colleagues across Mozilla, including Advocacy, Strategic Operations, and our subsidiaries, to ensure that Mozilla is maximizing grant opportunities and effectively managing them.

Succeeding in this role requires a proactive fundraiser that thinks strategically, seeks out and builds compelling opportunities and mutually beneficial relationships with funders and colleagues, writes, and communicates clearly and persuasively, and has excellent people management skills.

Do you trust the decisions made by AI?

Yes In some areas No Not sure



The core responsibilities of the Director, Institutional Partnerships include, but are not limited to the following:

- Creating and implementing long-range strategic institutional fundraising priorities that meet grant revenue targets and advance the goals of Mozilla's Global Programs.
- Identifying and moving forward with new institutional funding prospects and creating cultivation and solicitation plans to secure funds. Engage and support Mozilla Global Programs leadership and program staff in soliciting and cultivating prospects as appropriate.
- Working closely and managing relations with program staff and leadership, executive team, and communications to achieve program and fundraising goals.
- Creating compelling proposals for new and renewal funding; overseeing and providing feedback and quality assurance for all funder proposals and reports.
- Growing Mozilla's portfolio of general operating support funders with an eye to increased and multi-year funding.
- Increasing Mozilla's presence in and exposure to funder spaces, including Mozilla's participation in panels, speaking engagements, and networking events.
- Developing and administering budget and fundraising objectives and developing corrective strategies as needed.
- In coordination with the Data team, establishing and monitoring success benchmarks and increasing institutional fundraising data reporting capabilities to present analysis and recommendations to the Global Programs VP, executive team, and Board.
- Managing the Senior Institutional Giving Officer and other grant fundraising staff's performance and professional development and provide strategic direction to their projects.
- Working with fundraising colleagues across Mozilla to build an org-wide fundraising ethos, creating educational fundraising presentations/ opportunities for staff, and identifying points of collaboration between individual and institutional giving.

CANDIDATE PROFILE

We recognize that there is a spectrum of lived and professional experience that will set candidates up for success in this role. While no one candidate will have every experience outlined in the position description, ideal candidates will display the following professional and personal qualities, skills, and characteristics:

- **Strategic** - You're a long-term thinker who prepares for the future and anticipates what is coming.
- **Highly skilled communicator** - You ask the right questions, motivate your colleagues, and team, and inspire ever-improving results.
- **Persuasive and succinct storyteller** - You know the right story to tell in the right way.
- **Innovative** - You're always looking for ways to improve and learn more.
- **Team builder** - You hire and keep the best fundraisers.
- **Results-driven** - You track the numbers and measure success, especially on grants won.
- **Networker** - You love connecting with like-minded philanthropists and building healthy long-term relationships with partners rather than seeking just short-term gains.
- **Expert grant fundraiser** - You bring substantial grant fundraising experience and apply it to your work.
- **Passion for Mozilla's mission** - You're inspired to manifest a better digital world and understand the power of fundraising to make it happen.

In addition, strong candidates will offer:

- 8+ years of non-profit development experience with at least 3 years of successfully soliciting and stewarding six and seven-figure grants from foundations.
- Highly developed writing, verbal, research, and editorial skills with the ability to synthesize information and compose clear and effective prose.
- Deep understanding and curiosity about technology and human rights issues which help grow strategic funding partnerships.
- Established relationships with current funders/funding networks in this field and knowledge of emerging ones.
- Experience juggling multiple priorities in a fast-paced non-profit environment with strong organizational, project management, and leadership skills along with close attention to detail.
- Demonstrated ability to conduct funder research on prospective institutional funders and ability to create innovative funding strategies that forecast revenue potential.
- Excellent people skills that build strong relationships across functions, which thrive under pressure and deliver results.
- 3+ years of experience managing staff, contractors, and consultants.
- Strong interest in Mozilla's mission to build a better digital world.

Mozilla is excited to see the following additional experience:

- Experience working with a geographically dispersed organization in multiple time zones.
- Experience working with Salesforce.



COMPENSATION & BENEFITS

The Mozilla Foundation is dedicated to fair and equitable compensation for our staff. We aim to pay a competitive and market-based salary that takes into consideration the responsibilities and requirements of the role. We do not ask for or take into account salary histories in our offer process.

The base salary ranges, along with mid-point, for this role in each of the key countries in which we employ staff is listed below. We target the 75th percentile of market pay as a salary band midpoint for all levels, with 10% either side of the midpoint to create a salary range.

- Germany: €113,691 - €138,956 (mid-point: €126,323)
- UK: £75,760 - £92,596 (mid-point: £84,178)
- Canada: \$127,567 - \$155,915 (mid-point: \$141,741)
- US: \$136,800 - \$167,199 (mid-point: \$151,999)
- Inner London: £82,578 - £100,929 (mid-point: £91,754)
- Toronto: \$137,644 - \$168,232 (mid-point: \$152,938)
- New York: \$151,573 - \$185,256 (mid-point: \$168,415)

Mozilla Foundation offers the following benefits:

- Health, Dental, and Vision Insurance
- Life Insurance + Accidental Death & Dismemberment
- Short-Term Disability and Long-Term Disability
- Employee Assistance Program (EAP)
- Retirement Plan contributions
- 20 Paid Time Off days per year (prorated) + your birthday
- Company Holidays + Shutdown
- Wellness budget
- Professional Development budget
- Top up program for Maternity and Parental leaves Benefits are subject to change at any time at the discretion of Mozilla Foundation .

CONTACT

Koya Partners, the executive search firm that specializes in mission-driven search, has been exclusively retained for this engagement. Turner Delano, and Christian Mora of Koya Partners have been exclusively retained for this search. To express interest in this role please submit your materials [here](#). All inquiries and discussions will be considered strictly confidential.

Koya Partners is committed to providing reasonable accommodation to individuals living with disabilities. If you are a qualified individual living with a disability and need assistance expressing interest online, please email NonprofitSearchOps@divsearch.com. If you are selected for an interview, you will receive additional information regarding how to request an accommodation for the interview process.

Mozilla Foundation is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, and LGBTQ+ applicants.

About Koya Partners

Koya Partners, a part of Diversified Search Group, is a leading executive search and strategic advising firm dedicated to connecting exceptionally talented people with mission-driven clients. Our founding philosophy—The Right Person in the Right Place Can Change the World—guides our work as we partner with nonprofits & NGOs, institutions of higher education, responsible businesses, and social enterprises in local communities and around the world.

For more information about Koya Partners, visit www.koyapartners.com.