



KORN FERRY

# The Greenwall Foundation

Position Specification

**President & Chief Executive Officer**

## POSITION SPECIFICATION

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<b>Position</b>	President & CEO
<b>Organization</b>	The Greenwall Foundation
<b>Location</b>	New York, NY
<b>Reporting Relationship</b>	Board of Directors
<b>Website</b>	<a href="https://www.greenwall.org">https://www.greenwall.org</a>

## OPPORTUNITY

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*The Greenwall Foundation is a nationally recognized 501(c)(3) private foundation with a mission to expand bioethics knowledge to improve clinical, biomedical, and public health decision-making, policy, and practice. As the current President & CEO, Dr. Bernard Lo prepares to step down in mid-2020, the Board of Directors celebrates his great legacy and looks forward to identifying a talented individual to guide the next chapter of this important organization.*

*This is an exciting role for a passionate and innovative leader who brings credible knowledge of the interdisciplinary world of bioethics and a drive to advance and enhance the field. The next President & CEO will energize the scholars, staff, and Board Members, focusing efforts on a strategic vision of excellence. The growth, development and dissemination of the clinical scholars and bioethics grants programs are a very important components of the position. S/he must also be a competent and prudent steward of The Foundation's resources, guiding it through what will almost certainly be uncharted territories of change in the healthcare and social environment. Importantly, the President & CEO must be viewed by all stakeholders as a strong advocate for communicating the academic, policy, and implementation aspects of the mission of The Foundation. The leader will have the opportunity to increase the visibility of The Foundation, promote the work of the grantees and leverage the network of scholars to position the organization to play an impactful role in informing critical conversations occurring across the public and private sectors. The President & CEO will support a culture of inclusion and collaboration within the Greenwall Community and with key strategic partners.*

## ORGANIZATION BACKGROUND

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### History of The Foundation

The Greenwall Foundation began as a modestly-conceived family foundation with an initial capital of \$13,500. The organization was established in 1949 in New York City by Frank K. Greenwall and his wife Anna Alexander Greenwall in memory of their daughter, Susan Alexander Greenwall, who died of bone cancer at the age of sixteen. The Foundation's goals were mostly general in nature, such as providing scholarships and fellowships "for worthy and qualified students without regard to sex, age, nationality, race, creed or color." A more specific goal, however, was to help conduct medical research and spread knowledge on "the nature, cause, prevention, cure, treatment and alleviation of children's diseases of all kinds." Frank Greenwall

was the CEO of National Starch Products, Inc., later to become National Starch and Chemical Corporation, and contributed his personal money in addition to National Starch stock to The Foundation. Upon his death, \$20 million was contributed from his estate. In addition to medical related grantmaking, The Foundation built a robust program in the arts and humanities to support small and midsize New York City arts organizations, especially those fostering experimentation and the creation of new and interdisciplinary work in theater, dance, music, the visual and literary arts and new media. For a briefer period, the Foundation also supported STEM initiatives in New York City schools.

In the late 1980s, The Foundation's Board became increasingly interested in another developing area—the world of bioethics. There was no other foundation with a clearly defined program in bioethics, and in 1991, an “Interdisciplinary Program in Bioethics” became a specific and significant part of The Foundation's mission. Over the next few decades, the bioethics program continued to grow and in 2011, The Foundation decided to conclude the arts program to focus solely on bioethics.

From 1991 to 2011, The Foundation's program in bioethics provided funding for physicians, lawyers, philosophers, economists, theologians and other professionals to address micro and macro issues in bioethics, providing guidance for those engaged in decision making at the bedside as well as those responsible for shaping institutional and public policy.

Starting in 2012, The Foundation's grantmaking has focused solely on bioethics, primarily building and enriching *The Greenwall Faculty Scholars Program in Bioethics*. The Foundation decided that support for bioethics research is an important need and that it could have the most impact by continuing to invest in people who would become future leaders in the field of bioethics – young scholars who over their careers will address a number of important bioethics issues and train subsequent generations of bioethics researchers.

In 2013, The Foundation rebranded its program for bioethics grants: *Making a Difference in Real-World Bioethics Dilemmas* to support research to help resolve an important emerging or unanswered bioethics problem in clinical care, biomedical research, public health practice, or public policy.

Today, The Foundation is a nationally-known independent foundation with assets of \$100M and awarding approximately \$3-4M annually.

### **About the Faculty Scholars Program (FSP)**

*The Greenwall Faculty Scholars Program in Bioethics* is a career development award to enable junior faculty members to carry out innovative bioethics research and to develop and promote a vibrant community of bioethics scholars. It supports research that goes beyond current work in bioethics to help resolve pressing ethical issues in clinical, biomedical, and public health decision-making, policy, and practice, and creates a community that enhances future bioethics research by Scholars and Alumni/ae. Each year, The Foundation selects approximately three Greenwall Faculty Scholars to receive 50 percent salary support for three years to enable them to develop their research program.

## About the Making A Difference Program

The Greenwall Foundation's *Making a Difference in Real-World Bioethics Dilemmas Program* supports research to help resolve an important emerging or unanswered bioethics problem in clinical, biomedical, or public health decision-making, policy, or practice. The aim is to fund projects that promote The Foundation's vision and mission through innovative bioethics research that will have real-world, practical impact. Projects may be empirical, conceptual, or normative. Successful projects consist of teams commonly involving a bioethics scholar and persons with on-the-ground experience with the bioethics dilemma, for example, in clinical care; biomedical research; biotechnology, pharmaceutical, big data, and artificial intelligence companies; or public service.

## POSITION SUMMARY

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Reporting to and in partnership with the Board of Directors, the President & CEO leads the strategic planning and implementation for the organization. S/he is responsible for directing all components of the organization and leading the staff. The President & CEO ensures effective governance, quality standards, and sound finances and operations.

The President & CEO serves as an ex officio voting member of the Board and all committees of the Board, other than the Audit Committee.

Priorities for the new President & CEO include:

- Gain a thorough understanding of The Foundation, its history and mission; meet and establish relationships with the current Faculty Scholars;
- By keeping abreast of emerging directions in global bioethics, harness the momentum, prestige, and recognition of the Faculty Scholars Program to make a more concentrated contribution to knowledge and, ultimately, social change, creating and sustaining a critical mass of Scholars;
- Ensure a strategic communications plan is in place to highlight the work of The Foundation and stakeholders;
- Bring strategic vision and embrace new approaches to influence bioethics around the world and make the field integral to public policy and private sector decision making;
- Engage closely with the Directors;
- Review administrative and grantmaking systems and procedures, and approach to staffing to ensure optimal operations.

## KEY RESPONSIBILITIES

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### Board Relations

The President & CEO reports to the Board and maintains a close working relationship at all times with the Chair of the Board concerning the affairs of The Foundation. The President & CEO continuously appraises the Board and its committees of matters of concern that may affect the interests of The Foundation.

The President & CEO provides support to the Chair of the Board and to the Chairs of the Board's committees in all matters pertaining to the business of the Board and its committees, including:

- Policy development;
- Raising issues and questions for Board deliberations;
- Providing information to inform Board discussions and decisions;
- Planning and scheduling of all meetings;
- Setting agenda and preparation and distribution of meeting materials;
- Recording of minutes of meetings and preparation of reports of committees;
- All communications among the Board, its committees and persons external to The Foundation;
- Risk mitigation;
- Recruitment of new Board members.

## **Administration**

The President & CEO has primary responsibility for providing direction and supervision of all of the operational functions of The Foundation and, therefore:

- Reviews the structure and staffing of The Foundation to ensure the optimal balance between appropriate expenditure levels and effective execution of the philanthropic mission;
- Takes the lead in strategic planning and management innovation;
- Oversees all day-to-day management activities of The Foundation;
- Regularly reviews procedures and workflow to maximize the effectiveness and efficiency of work and reporting procedures;
- Plans for upgrading of office systems and for ensuring compliance with existing policies regarding preservation, growth and prudent use of The Foundation's assets;
- Focuses on space planning and its cost-effective utilization;
- Manages the Faculty Scholars and Making a Difference Programs;
- Oversees development and innovation of communication strategies, including interactive website, within grantees of the Faculty Scholars Program and Making A Difference Program and between the Foundation and the world.

## **The Greenwall Faculty Scholars Program**

Providing oversight, the President & CEO is responsible for the development, growth and excellence of *The Greenwall Faculty Scholars Program*. As such, the President & CEO:

- Works with the Faculty Scholars Program Committee and the scholars to advance the program;
- Establishes relationships with potential partners;
- Promotes Scholar and Scholar alumni/ae career advancement, networking and collaboration;
- Oversees the administration of the application process, scholar selection, and grant awarding and administration.

## **The Greenwall Making A Difference Grants Program**

- Oversees the application process, the creation of a peer review committee, and recommendation of grantees to the Bioethics Grants Committee and the Board; answers questions from potential applicants;
- Provides written feedback, based on peer reviewer comments, to candidates who are invited to submit full applications based on their letters of intent;
- Provides written feedback, based on reviewer comments, to unsuccessful applicants;
- Identifies candidates for peer reviewers and orients them to the review process.

## **PROFESSIONAL EXPERIENCE/QUALIFICATIONS**

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The next President & CEO will have a record of successful leadership with demonstrated knowledge and a genuine appreciation for the field of bioethics. The executive will be highly motivated and driven to advance the interdisciplinary field. While the individual may come from academe, philanthropy, foundation, public sector, or the corporate sector, a career path that has provided opportunities for broad intellectual pursuits, bridging traditional disciplinary boundaries, is important, as is knowledge of the complex issues facing a culturally and economically diverse nation and globe.

Ideal experiences and qualifications include:

- Keen intellect and curiosity; a lifetime learner
- An ability to conceptualize, administer, evaluate and communicate the aims and results of programs
- Demonstrated business acumen, including familiarity with nonprofit budgeting and financial reports
- An understanding of the principles and procedures involved with investing an endowment or an ability to quickly learn
- Understanding of nonprofit governance; ability to guide and engage a board of directors, as well as identify and recruit new members
- Ability to hire, lead, supervise, and inspire a small and qualified staff
- Ability to create and maintain high standards of performance
- Good relationship building and political skills, with a track record of participating in and fostering collaboration
- Appreciation of the role of communications and messaging to advance mission and impact
- Knowledge of strategic communications strategies
- Demonstrated commitment to diversity, equity, and inclusion
- Flexibility, adaptability, and a good sense of humor

## **EDUCATION**

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An undergraduate and advanced degree from an accredited college or university is required.

## COMPENSATION

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A competitive compensation package commensurate with qualifications and experience will be offered to attract the most qualified candidates. Benefits include leave, health and life insurance, pension, and opportunity to continue own scholarly pursuits and to exercise leadership in the field of bioethics and health. *The Greenwall Foundation is an Equal Opportunity Employer (EOE).*

## KORN FERRY CONTACTS

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