

## North Carolina Office of Strategic Partnerships Philanthropy Liaison Position Description

The [North Carolina Office of Strategic Partnerships](#) (OSP) increases and enhances partnerships between state government and North Carolina's research institutions and philanthropic sector to improve quality of life for all North Carolinians. This includes elevating state government's internal capacity to use and generate evidence in its policy and programmatic functions.

OSP accomplishes this in part by building and enhancing collaborative networks of public officials, research partners, and partners from philanthropy and the nonprofit sector broadly. We prioritize partnerships that are scalable, sustainable, and develop public, open-source resources. OSP is housed in the North Carolina Office of State Budget and Management, which includes data-driven and evidence-based decision making among its priorities.

**OSP seeks a Philanthropy Liaison to support efforts to strengthen and institutionalize relationships between philanthropy and state government.** The Philanthropy Liaison helps educate each sector about the other; connects and fosters relationships and partnerships; and collaborates on projects of shared interest across the state. The Philanthropy Liaison helps state government and philanthropy spot potential opportunities to leverage resources and broker strategic partnerships for greater impact. The Philanthropy Liaison is not a grant writer for the state but may share grant opportunities.

This is an exciting opportunity to collaborate with and support representatives of government agencies, philanthropy, colleges/universities, and other research institutions. The Philanthropy Liaison is part of a cross-sector, cross-agency team. The Philanthropy Liaison contributes to strategies for how government and philanthropy can partner for lasting impact on multiple sectors and diverse communities across the state. As part of OSP, a unique office within state government, the Philanthropy Liaison works with a wide array of state agencies.

Co-created by OSP and philanthropy, the Philanthropy Liaison position started in 2021. For more information about the position, see [here](#) and [here](#).

### Responsibilities

The Philanthropy Liaison facilitates internal- and external-to-government engagement.

Responsibilities:

- Identify key potential state agency and philanthropy partners for mutual learning and relationship building opportunities; facilitate these opportunities, including working with the NC Department of Health and Human Services to develop a strategy for philanthropic engagement.
- Partner and communicate regularly with the NC Network of Grantmakers.
- Host educational workshops and share resources for state agency partners on topics such as best practices for engaging with philanthropy, how to cultivate partnerships, and strategies for identifying funding opportunities.

- Provide information and insight about philanthropy to a wide range of agency partners.
- Host educational workshops and share resources for philanthropy on topics such as best practices for engaging with state agencies.
- Collaborate on OSP projects, which span multiple state departments and agencies.
- Stemming from the above activities, make recommendations for how to continuously develop government-philanthropy engagement.

The Philanthropy Liaison regularly shares with key stakeholders in state government and philanthropy information about completed and ongoing activities, learnings, and new or emerging partnerships connected with the Philanthropy Liaison's work. Specific goals deliverables will be determined in partnership with the Strategic Partnerships team, state agency partners, and philanthropy partners.

#### Core competencies

- Knowledge of and/or experience in the philanthropic sector in North Carolina
- Experience in or familiarity with North Carolina state government preferred
- Ability to convene, connect, and engage people, institutions, and ideas
- Excellent written and verbal communication skills
- Strong presentation skills
- Relationships within the NC philanthropic sector
- Relationships within state government preferred but not required
- Self-directed and independent professional
- Exceptional professional and interpersonal judgment

#### Structure and timing

- Full-time (40 hours per week)
- Anticipated start date: as soon as filled
- OSP is based in Raleigh. The position may be primarily remote, in-office, or hybrid.
- Anticipated salary range \$75,000 - \$120,000 depending on experience and expertise; position includes [benefits](#).
- This is a time-limited position. If you have questions concerning the time-limited status of this position, you may inquire.

To apply, please send a resume and letter of interest to [partnerships@osbm.nc.gov](mailto:partnerships@osbm.nc.gov).