



SUNNYSIDE UNIFIED SCHOOL DISTRICT FOUNDATION

Chief Executive Officer

Who We Are

Founded in 1991, Sunnyside Foundation is an education and community foundation built by graduates of Sunnyside Unified School District (SUSD). The Sunnyside Foundation champions Tucson's southside by investing in education, community support, and partnerships that uplift students, strengthen families, and help neighbors thrive together.

Our vision is a community where every southside family has the capacity to cultivate their own learning opportunities throughout their lifetime. We focus on enriching our community by making resources available year-round that bring knowledge, opportunity, and insight to those who volunteer, donate, or receive any type of assistance.

We are uniquely positioned at the intersection of education, community, and policy, and we're growing. With a new strategic plan on the horizon, this is an extraordinary moment to step into leadership at Sunnyside Foundation.

The Opportunity

The Sunnyside Foundation is seeking its next Chief Executive Officer to build on a strong foundation and lead the organization into its next chapter of impact.

This is an exceptional opportunity to lead a beloved, mission-driven organization with deep community roots, a growing portfolio of programs and partnerships, a new strategic plan, and real momentum continuing to expand our footprint in the community. This momentum includes the Juntos Fund, a landmark \$1 million scholarship endowment and an expanding partnership with the University of Arizona.

The incoming CEO will inherit a financially healthy organization with an annual operating budget of approximately \$1.3 million and three priority funds: Excellence in Education, Emergency Relief, and Community Investment. Sunnyside Foundation has a committed board, a talented team, and a community that has shown up year after year. This role calls for a leader who will honor that legacy, deepen those roots, and grow boldly from them.

Vision for the CEO

The incoming CEO should be passionate about working with our southside partners, leveraging the broader Tucson community, and optimizing internal infrastructure to grow education and community funds that are equitable and transformative.

We are looking for a leader who leads from within the community, someone who understands the southside not as a geography, but as a people. A leader who brings urgency and care in equal measure, who can cultivate donors and hold space for families receiving food assistance, who can navigate a board meeting and roll up their sleeves at a community cleanup. Someone who sees the new strategic plan as their first major act of co-creation with the community.

Our Programs & Partnerships

The CEO will oversee and grow three core funding areas and a rich network of community partnerships:

Excellence in Education Fund

This Fund invests in students and educators at every stage of the educational journey, from scholarships for graduating seniors and dual enrollment students to Career and Technical Education investments and the Tri-School Partnership, which strengthens pathways to college. It also supports educators through classroom mini-grants and professional development via Sunnyside CommunityShare. A scholarship endowment secured in FY25 anchors the Fund for generations to come.

Emergency Relief Fund

This Fund meets families' most essential needs through monthly food distributions, utility assistance, and direct cash support for households in crisis. Through the Juntos Fund, we provide assistance to undocumented and mixed-status households for legal fees, emergency expenses, education, and mental health support.

Community Investment Fund

This Fund supports community-led improvement across Tucson's southside through partnerships with FUGA, Regeneración, the Gabe Gallegos Memorial Foundation, and the University of Arizona Southside Engagements program. In FY 26, through From our Families for our Futures, funded by the City of Tucson, 3,100 residents came together for youth programming, bike rides, cleanups, and neighborhood reinvestment events, building a lasting sense of belonging and connection.

Gives Week

Annual community fundraising campaign, Gives Week 2025 raised \$126,103 with 286 Burrito Run participants, 500 Health & Wellness Fair attendees, 116 volunteers, and 350 guests at the Block Party. A cornerstone of our donor community and organizational culture.

Key Responsibilities

1. Leadership & Strategic Planning

- Lead the development and execution of a new multi-year, community-centered strategic plan in partnership with the Board, staff, and community stakeholders
- Provide visionary, values-aligned leadership that advances Sunnyside Foundation's mission across education, emergency relief, and community investment priority funding areas
- Serve as the Foundation's primary spokesperson, engaging public, civic, and donor partners on behalf of its mission and the people it serves.
- Continue to grow a culture of learning, accountability, and belonging within the organization

2. Fundraising & Development

- Lead and grow the Foundation's community-centered fundraising strategy, including Gives Week, individual donor cultivation, corporate partnerships, and grants
- Steward and grow existing donor relationships; cultivate new donors in alignment with the Foundation's values and community-first approach
- Collaboratively write grants and raise dollars with partner organizations for students, teachers, and families on Tucson's southside
- Oversee and continue expanding the \$1 million scholarship endowment and other legacy giving opportunities

- Create fundraising events that are accessible, community-celebrating, and fun, in the spirit of Gives Week

3. Fiscal Management

- Oversee the full organizational P&L; ensure budget is met or exceeded annually
- Manage expenses within budget; work directly with CPAs on annual reviews and accounting needs
- Report monthly financial progress to the Board of Directors
- Ensure long-term fiscal sustainability through diversified revenue streams and responsible stewardship of the endowment

4. Community Relationships & Partnerships

- Build and maintain deep relationships with SUSD leadership, community-based organizations, policymakers, philanthropic partners, civic leaders and stakeholders
- Ensure Sunnyside Foundation maintains its accessible, warm, and encouraging brand; show up at events large and small
- Grow and deepen strategic partnerships, including FUGA, Regeneración, Gabe Gallegos Memorial Foundation, the University of Arizona Southside Engagements, and others
- Seek and cultivate media, marketing, and co-sponsorship opportunities that amplify the Foundation's presence and reach in partnership with SF's Communications Manager
- Work closely with SUSD leadership to develop collaborative programs and funds for teachers, students, and families

5. Team Management & Culture

- Directly supervise the Director of Operations and Communications & Outreach Manager
- Foster a culture of diversity, equity, inclusion, and belonging; maintain high staff morale and retention
- Set clear organizational goals and support staff in achieving them; conduct meaningful annual performance conversations

6. Board Relations & Governance

- Partner closely with the Board of Directors to advance the strategic vision; provide monthly updates on progress toward objectives and budget
- Support board recruitment and cultivation; ensure the board has the information and engagement needed to govern effectively
- Respond to board inquiries with transparency and timeliness

7. Compliance & Risk Management

- Ensure the Foundation maintains good standing and complies with all applicable local, state, and federal laws
- Maintain appropriate organizational protections and policies to mitigate risk
- Oversee proper administration of the scholarship endowment, Juntos Fund, and all restricted funds

Qualifications / Experience

The successful candidate will be a dynamic, strategic, collaborative leader, committed to the vision and mission of Sunnyside Foundation, with demonstrated leadership and fundraising experience in the non-profit sector. The following will generally define the ideal candidate:

- **Community-Focused:** the ability to lead the organization from behind and from within the community. Experience working in coalitions, grassroots organizations, committees, and other collaborative settings.

- We especially welcome bilingual candidates with authentic ties to Tucson's southside, those who have lived here, served here, or have family in our geographic serving area.
- **Creative Problem Solver:** the ability to simultaneously think big, lead with urgency and aspirations, and understand reality and the bold moves needed to strengthen pathways that bring funding into our community.
- **Demonstrated racial equity and inclusion competencies:** ability to manage a growing team, stakeholders, and partners with a racial equity and inclusive lens.
- **Fundraising:** Proven fundraising ability with corporate, foundation, and individual donors coupled with a skill set to think long-term sustainability. Experience writing grants and/or overseeing grant writing staff or consultants.
- **Authentic Communicator:** A skilled listener and storyteller who communicates with clarity, warmth, and conviction to diverse internal and external audiences including board and staff members, business, policymakers, philanthropic partners, and social sector leaders.

Position Details

Reports to: Board of Directors

Staff Size: SF team is composed of 4.75 FTE staff, including a CEO, Program Manager, Communications & Outreach Manager, Operations & Administrative Coordinator, and a Director of Operations. Accounting services are provided through an external contractor.

Location: Sunnyside Foundation is headquartered at the SUSD Los Ranchitos Office, currently working remotely half the week.

Employment Type: Full-time, exempt

Compensation: Pay Range: \$90,000- \$110,000; commensurate with experience.

Benefits:

- 100% employer-covered health care insurance for individual employee; dependent coverage available at employee cost
- Voluntary vision and dental plans available
- Simple IRA plan with a 2% employer contribution
- 18 paid holidays
- Paid time off: up to 80 hours annually, with incremental increases depending on years of service. PTO is accrued each pay period.
- Sick leave: up to 24 hours annually. Hours are accrued each pay period.

Equal Opportunity Employer

Sunnyside Foundation is an equal opportunity employer. We celebrate diversity in our workplace and we hire the most qualified candidates without regard for age, ethnicity, gender, gender identity or expression, language differences, nationality or national origin, family or marital status, physical, mental, and developmental abilities (or the perception of a disability), genetic information, race, religion or belief, sexual orientation, skin color, social or economic class, education, work and behavioral styles, political affiliation, military service, caste, or any other characteristic protected by law.

How to Apply

- For the highest level of consideration, please submit your cover letter and resume to: recruiting@xmarksthespotconsulting.com by Wednesday August 12, 2026
- For questions, please contact Christina Mencuccini, CEO, X Marks the Spot Consulting at christina@xmarksthespotconsulting.com