



Title: Senior Vice President, Community and Convening

Reports To: CEO

Location: Remote/Virtual

About Catalyst

Catalyst (the “Company”) is a global nonprofit working with some of the world’s most powerful CEOs and leading companies to help build workplaces that work for women. Founded in 1962, Catalyst drives change with pioneering research, practical tools, and proven solutions to accelerate and advance women into leadership—because progress for women is progress for everyone.

Job Purpose

Catalyst is seeking an experienced senior leader for the new position of Senior Vice President (SVP), Community and Convening. The SVP, Community and Convening will architect, develop and execute a community and convening strategy that excites and engages CEOs, CHROs and Chief Diversity Officers, policymakers, media and the public to join with Catalyst to support their mission to advance women at work. This role requires strong business acumen along with thinking big and being ambitious when conceiving unique events on new digital formats and distribution channels. The company is looking for an entrepreneurial and action-oriented leader who is motivated by both setting a strategy and delivering monetized results to create impact around the globe.

Key Accountabilities

Essential Functions

- Develop a global strategic framework focused on the Catalyst’s prioritized communities, including CEOs, CHROs / CDOs, Women Leaders and with the next generation of up and coming leaders, incorporating best practices through an entrepreneurial approach that brings together diverse people and voices dedicated to accelerating new ways of thinking suited to new organizational realities

- Create, curate and monetize virtual and in-person experiences, events, conferences, roundtables, webinars and broadcast live stream sessions that align with Catalyst's reputation as a trusted voice and safe and supportive space for leaders across all sectors, with tangible business results
- Run a P&L, and increase revenue and profitability, working with a consistent growth mindset
- Partner with the Marketing and Digital Communications team to build a strong digital presence to amplify the work of Catalyst's Research and Learning and Advisory Services teams so that people from around the world can virtually experience Catalyst's programs

Executive Leadership

- Committed to Inclusion, you are always asking, "Whose voice is not at the table?" You have experience working with diverse teams and successfully navigating cross-cultural communication in both local and global contexts, and you deeply value creating a workplace that is supportive of difference.
- Work collaboratively as a part of the Senior Leadership Team, providing strong leadership, management, and mentorship for the Community and Convening team.
- Demonstrate to staff, supporters and key influencers that Catalyst is relevant, insightful, and unique in its expertise
- Serve as a role model of inclusion and work-life effectiveness, fostering collaboration and inspiration, while enhancing strategic thinking capabilities, business acumen, and accountability. Work with Catalyst's values of Respect, Accountability, Collaboration and Impact
- Ensure the department is equipped with the budget, skills, and capabilities to serve the evolving organizational needs including identifying talent and coaching to ensure bench strength and succession planning.
- A charismatic, positive, visionary leader demonstrating an entrepreneurial vision and leadership style

Required Knowledge and Skills

- Proven ability to create, curate, execute and monetize communities, driving events from a community-centric frame
- Previous ownership of a portfolio of highly successful event-related programming with P&L responsibility
- 10+ years of experience working in a creative field, with a focus on events, marketing and communications; preferably a combination of private sector and non-profit managerial experience
- Passionate interest in DEI.

- Proven ability defining, gaining support for and successfully executing complex and compelling strategies with senior executives, including Boards of Directors.
- Solid experience in conceptualizing and managing projects, and in handling business and policy-related issues
- Culturally sensitive; ability to curate content appropriate for diverse international audiences of business professionals.
- An extremely high level of energy, sense of urgency, creativity and decisiveness, coupled with the ability to remain calm and focused and to work effectively under pressure and to effectively manage multiple projects simultaneously
- An entrepreneurial spirit excited by the opportunity to work in a fast-paced, resource-constrained, and changing environment.
- Strong leadership, management, administrative, and supervisory skills with creative teams in high-pressure situations; demonstrated ability to engage and develop people

To Apply: If you are interested in applying to this position, please send your resume and cover letter to Martin Juhn, of EgonZehnder at Martin.Juhn@egonzehnder.com

