



Executive Director

Status: Full-time, Exempt

Location: Syracuse, NY

Reports to: Board of Trustees

Salary Range: \$130,000 - \$160,000

The Opportunity

At the William G. Pomeroy Foundation, we're more than just a grantmaking organization – we're cancer fighting warriors, storytellers, community builders, and history champions. Every "For Life" grant we make helps save lives. Every "For History" marker we fund tells a story, honors a legacy, and strengthens the fabric of a community. When you join our team, you're not just taking a job – you're stepping into a mission that changes lives.

As Executive Director, you will guide the Foundation through its next phase of growth and national impact. You will shape strategy, expand the reach of our historical marker programs, and ensure operational excellence across all areas of the organization. Your leadership will influence how communities engage with their history and how the Foundation advances its broader philanthropic mission.

This role offers the opportunity to lead a passionate, high-performing team. The ideal candidate is a strategic thinker, trusted partner, and outward-facing ambassador who is energized by growth, driven by purpose, and committed to making a lasting impact. If you are seeking a role where you can lead with vision, build on a strong foundation and expand a mission that matters, this is a unique and compelling opportunity.

Key Responsibilities

1. Management

- a. Manage, mentor, and evaluate staff, supporting their growth and development.
- b. Promote an in-person office culture that is highly professional and organized.
- c. Track the foundation's activities and enterprises, communicating progress, challenges, impact and outcomes.

2. Program Growth, Business Development, and Market Expansion

- a. Develop and execute a national growth strategy for the historical marker grants program, increasing application volume, geographic reach, and quality.
- b. Design and manage a structured pipeline of prospective applicants.

- c. Identify and cultivate new applicant segments.

3. External Relations and Broader Community Engagement

- a. Serve as the Foundation's primary external representative.
- b. Build strategic partnerships.

4. Finance, Operations and Compliance

- a. Provide executive oversight of financial operations.
- b. Implement effective systems and practices.

Candidate Profile

- a. Strong passion for American history
- b. Although there is no fundraising required in our organization, experience in development or sales is highly valued.
- c. Demonstrated executive leadership
- d. Strategic planning experience.
- e. Demonstrated analytical and problem-solving skills.
- f. Exceptional communication and team leadership skills.
- g. Proven ability to lead operational and programmatic growth.
- h. Technologically proficient.

Challenges and Expectations

- a. Transitioning the Foundation to operate with business-like efficiency.
- b. Enhancing the Foundation's national recognition and respect within the historical community and beyond.
- c. Balancing the Foundation's historical preservation mission with its commitment to improving outcomes for blood cancer patients.

What We Offer

- a. **A mission that matters.** You'll help preserve history, support cancer patients, and connect people to something bigger.
- b. **A team that supports you.** We're small, close-knit, and driven; and we have fun while doing meaningful work.
- c. **A package that takes care of you.**

Benefits include:

- a. Medical, dental, and vision insurance
- b. Generous employer retirement contributions
- c. Paid vacation, sick leave, and holidays
- d. Ongoing professional development

How to Apply

Submit a PDF including your cover letter and resume to jobs@wgpfoundation.org with the subject line: **"Your Name – Executive Director"**.

Applications will be reviewed on a rolling basis beginning **May 2026**. The position will remain open until filled.

About Us

The **William G. Pomeroy Foundation**® is a private, philanthropic organization based in Syracuse, NY, with a dual mission: improving outcomes for blood cancer patients and celebrating community history through fully funded historical markers across the United States. Since 2006, the Pomeroy Foundation has funded more than **3,000 markers** in **49 states**, highlighting topics ranging from food history and transportation landmarks to historic places and folklore. Learn more at wgpfoundation.org.