



Legacy Fellowship Director 2026 Job Description

Scope and Position Responsibilities:

The Legacy Fellowship Director provides strategic and operational leadership for the Legacy Fellowship program while assuming expanded oversight of alumni engagement during a season of transition. This role leads the Legacy Fellowship team and ensures a seamless continuum from fellowship participation through long-term alumni engagement. The Director is accountable for program excellence, staff development, and outcomes that advance CrossPurpose's mission of helping families escape economic, relational, and spiritual poverty.

Department: Legacy

Supervisor: VP of Legacy

Direct Reports: 2-5

Major Areas of Responsibility

Program & Fellowship Leadership

- Provide overall leadership and direction for the Legacy Fellowship program, including curriculum delivery, cohort strategy, and day-to-day operations.
- Facilitate and oversee educational curriculum focused on wealth creation, financial wellness, and personal development.
- Develop, plan, and implement coaching plans for Fellows; ensure consistent communication with participants and coaches.
- Identify and coordinate appropriate resources and referrals to support Fellows' individualized financial and coaching plans.
- Working with Volunteer Services, coordinate Champion and volunteer coach involvement with the Fellowship program.
- Identify and cultivate strategic partnerships that enhance Fellowship and alumni outcomes.

Performance Management & Outcomes

- Maintain a culture of performance management and continuous improvement across Fellowship and Alumni functions.
- Develop and track metrics for Fellows, cohorts, and alumni engagement, including retention, participation, and long-term outcomes.
- Ensure accurate and timely data entry, case notes, dashboards, and reporting within Salesforce.
- Analyze program and alumni data to inform strategic decisions and implement

improvements as needed.

- Maintain and improve outcome measures core to CrossPurpose's mission, including graduation, retention, and post-program advancement.

Staff Leadership & Development

- Recruit, develop, coach, and retain a high-performing team, including Fellowship staff
- Meet regularly with direct reports to provide feedback, accountability, training, and support.
- Partner with Human Resources on hiring, onboarding, performance management, and professional development.
- Foster a healthy, supportive, and transformational team culture aligned with CrossPurpose values.

Cross-Functional Collaboration

- Work closely with other program teams and centralized departments (Development, Finance, HR, Marketing, Change Agency, Events) to ensure alignment and coordination.
- Collaborate with leaders across the organization to ensure a cohesive Fellow-to-Alumni journey.

Qualifications:

- Bachelor's degree required; Master's degree in social work, nonprofit leadership, education, public administration, or related field preferred (or equivalent experience).
- 3+ years of supervision and people management experience.
- Demonstrated experience in program leadership, alumni engagement, or community development.
- Strong data management and analytical skills; Salesforce proficiency strongly preferred.
- Proven ability to lead through change, manage complexity, and balance strategic and operational responsibilities.
- Excellent communication and relationship-building skills, with the ability to inspire trust and engagement.
- Demonstrated cultural competency and commitment to CrossPurpose's mission and values.
- Ability to work creatively within a budget and steward resources effectively.

Hours, Compensation, and Benefits

Hours: 40+ hours/week: Monday - Friday 8:00 am - 5:00 pm, and other evening and weekend hours, as scheduled.

Starting Salary Range: \$85,000 - \$102,000 Annually (Director III)

Performance Bonus: Up to 5% of salary

Vacation: 15 days per year, plus the office is closed Christmas Day - New Year's Day, and staff have limited duties

Sick Days: 6 days per year

Insurance Benefits: Health, dental, vision, workers' compensation, unemployment, short-term disability, long-term disability

These and other benefits are discussed in more detail in our Employee Handbook.