



**U.S. Foundation for the Commemoration of the Wars
(DBA “The Doughboy Foundation”)**

Chief Executive Officer

Location: Washington, DC

Compensation: \$130,000 plus bonus potential

About the Organization

The Doughboy Foundation was founded in 2013 to support the U.S. World War I Centennial Commission, and played a pivotal role in envisioning, building, and now stewarding the nation's new [National World War I Memorial](#) in Washington, DC.

The Foundation’s mission going forward is to *Keep Faith with the American Doughboy*. We carry out this mission in several key ways:

- By sounding [Daily Taps](#) at the National World War I Memorial, offering public participation and livestreamed access to remembrance.
- By expanding public access to the Memorial through augmented reality and mobile [apps](#) that widen access to the Memorial for both on-site and virtual visitors.
- By organizing signature commemorative public [events](#), benefit performances, and educational partnerships that build awareness of America’s role in and legacy from World War I.
- And by sharing a growing digital archive, and our monthly *Dispatch* newsletter that features historical [Stories of Service](#) to foster understanding of America’s pivotal role in *The War That Changed The World*.

Thanks to the generous support of individuals and partner organizations, the Doughboy Foundation continues to act as a steward of the National WWI Memorial, and a champion for the remembrance of those who served and sacrificed in World War I.

The Doughboy Foundation is a Washington, D.C. based 501(c)(3) nonprofit dedicated to honoring and preserving the legacy of the 4.7 million Americans who served in World War I. Through dynamic public programming, educational campaigns, digital innovation, and national ceremonies, the Foundation connects past service to present civic values—and ensures that the

memory of America's WWI service and sacrifice remains visible, relevant, and resonant for generations to come.

The Foundation led a \$50 million private/public capital campaign to envision, build, and open the National World War I Memorial in Washington, DC. This iconic site—now visited by over one million people annually—features the 58.5-foot bronze relief sculpture, *A Soldier's Journey*, dedicated in September 2024. The Doughboy Foundation sponsors in perpetuity *Daily Taps at the National World War I Memorial*, sounded every evening at 5pm Eastern Time, and live-streamed to the world via YouTube.

With current assets exceeding \$6 million, and a base of active institutional and individual supporters, the Doughboy Foundation is entering a period of strategic growth and increased national visibility. The next CEO will join at a moment of significant opportunity to deepen engagement, broaden impact, and steward a legacy that bridges the past and the future.

About the CEO Role

The Doughboy Foundation seeks a visionary, relationship-driven, and mission-aligned Chief Executive Officer (CEO) to lead the organization into its next chapter of national growth, cultural relevance, and civic impact. Building on the Foundation's extraordinary success in establishing the National World War I Memorial and engaging over a million visitors annually, the CEO will guide strategic direction, deepen fundraising and external partnerships, and ensure continued excellence across programming, operations, and public engagement.

The Chief Executive Officer serves as the chief strategist, public representative, and operational leader of The Doughboy Foundation. Reporting directly to the Board of Directors, the incoming leader is responsible for advancing the Foundation's mission, stewarding its financial and human resources, and overseeing programming, fundraising, and institutional partnerships. The CEO will oversee a small but deeply committed team of professionals, musicians, collaborators, and volunteers who bring enthusiasm, creativity, and a shared sense of purpose to their work. The current team includes the following:

- Executive Director, full-time
- Director of Development, full-time
- Taps Performer Manager, part-time
- Taps Admin Manager, part-time
- Facilities Manager, part-time
- Administrative Manager, part-time
- Marketing Manager, part-time
- Technology consultants/contractors

The new CEO will continue to cultivate a mission-driven, resourceful, and high-trust culture anchored in shared respect for history, public service, the arts, and civic memory. Staff members take pride in meaningful storytelling, engaging public programs, the stewardship of a nationally-significant Memorial, and the Foundation's vision of preserving the past while building connections through art and education to communities today. The Board of Directors is active and engaged, offering strategic insight, governance, and thought partnership.

This is a unique opportunity for a dynamic leader with a strong belief in the power of civic remembrance, music and art, and storytelling to connect past and present generations in meaningful ways.

Key Responsibilities

Mission & Strategic Leadership

- Guide the strategic direction and long-term vision of the Foundation in partnership with the Board.
- Serve as the public face of the organization, representing the Foundation to government, media, donors, and the general public, together with the Executive Director.
- Ensure programs, events, and initiatives align with the Foundation's core mission and brand.

Fundraising & External Relations

- Oversee all fundraising strategy, including major gifts, grants, sponsorships, and partnerships.
- Cultivate relationships with high-net-worth individuals, corporate supporters, government agencies, and cultural institutions.
- Support donor events, concerts, galas, and public commemorations nationwide.
- Liaison with other organizations that are aligned with the Foundation's mission.

Organizational & Financial Management

- Oversee the Executive Director and day-to-day responsibility for operations, including staff supervision, budgeting, and financial reporting.
- Work closely with the Board to ensure fiscal responsibility and transparency.
- Ensure compliance with IRS and D.C. nonprofit laws, including audits and annual filings.

Board Engagement

- Act as primary liaison to the Board of Directors; support governance, board development, and strategic decision-making.
- Cultivate, engage and leverage Board member participation in alignment with the organization's mission.
- Prepare board reports, financial updates, and performance metrics.

Program & Content Oversight

- Oversee all programming, including, but not limited to: the daily sounding of Taps; engagements of the AEF Band; the national tour of *The Story of a Rose; Bells of Peace* Armistice Day ceremonies; education campaigns; the national historic marker program; grant programs for restoration of local memorials; and digital media efforts.
- Ensure historical accuracy, relevance, and emotional resonance in all public-facing content.
- Ensure continued robust relationships with, but not limited to, the National Park Service, The Trust for the National Mall, The Hello Girls organization, and America 250.
- Continuously explore opportunities for mutually-beneficial partnerships.

Qualifications

The Doughboy Foundation Search Committee recognizes that not every candidate will bring every element of knowledge, skills, and experience listed below, and welcomes candidates with various experiences.

Required

- Authentic commitment to the mission of The Doughboy Foundation
- 10+ years of senior leadership experience in the nonprofit, public service, or cultural sector.
- Proven success in fundraising, donor engagement, and strategic partnership development.
- Outstanding communication and public speaking skills.
- Demonstrated passion for military history, veterans' affairs, public memory, or civic education.
- Experience managing multi-million-dollar budgets and supervising professional staff.

Preferred

- Familiarity with working in D.C. nonprofit, policy, or public sector landscapes.
- Prior service in the military or veterans' community engagement
- Experience with performing arts, historical commemorations, or national memorials.
- Excited by new technologies and the opportunities they offer.

Compensation and Incentive Structure

The base salary for this role is \$130,000 per year with performance-based potential up to 25% of salary. The Doughboy Foundation offers \$12,000 per year in lieu of health insurance (this provision becomes void if/when the organization provides health insurance).

Additional Information:

- Must be based in the Washington, D.C. area and work primarily in person at the Foundation's headquarters.
- National travel is required for events, partnerships, and donor cultivation.
- Occasional evening/weekend responsibilities for public programming and Board activities.

How to Apply:

The Doughboy Foundation has retained the executive search firm LeaderFit to lead this search. Candidates should share an updated resume and brief cover letter outlining their interest in the role and upload it to the LeaderFit system [here](#).