



# JUSTICE FUNDERS

Powering Philanthropic Transformation

## JUSTICE FUNDERS SEEKS A PROGRAM DIRECTOR FOR ITS MAESTRA INITIATIVE

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### SUMMARY

FTE: 100%

Location: Boston or New York City areas preferred; will consider other locations

Position reports to: Deputy Director

Application deadline: December 15, 2020

Ideal start date: January 18, 2021

Salary: \$85,000

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### ABOUT JUSTICE FUNDERS

Justice Funders is a partner and guide for philanthropy in reimagining practices that advance a thriving and just world. We believe that such a world cannot be achieved if institutional philanthropy is constrained by its ingrained practices that uphold the accumulation of wealth and power, while perpetuating systemic social and economic inequality. Responding to the needs of both movements and the philanthropic sector, Justice Funders supports individual, organizational, and field-wide transformation in philanthropy to achieve a just transition. We are guided by the [Just Transition principles](#) that build political and economic power to shift from an extractive economy to a regenerative economy. Justice Funders' work encompasses the Bay Area Justice Funders Network, leadership development programs, consulting, and an innovation & action lab. More information is available at: [justicefunders.org](http://justicefunders.org).

### ABOUT THE POSITION

Maestra is an executive-level program that supports Vice Presidents, Presidents, CEOs, Executive Directors, and Trustees of philanthropic institutions in deepening, adopting, and accelerating their organizational and individual alignment and practice of Just Transition. Through peer learning and opportunities to engage movement groups and practitioners active in just transition application, Maestra program participants explore strategies for redistributing control, power, and resources in their philanthropic practice and institutions.

The Maestra Program Director is responsible for leading the development and implementation of the Maestra program and building out Justice Funders' programming and field engagement opportunities as

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part of our Cross-Program Collaboration and Integration Team. Leading the Maestra program includes: (1) Leading programming that supports philanthropic leadership in applying the [Resonance Framework](#)—a guide that supports accelerating Just Transition by reducing philanthropic institutions’ extractive practices and increasing regenerative practices; (2) develop Maestra alumni programming; (3) Establishing and nurturing relationships and building with movements creating a regenerative economy; and, (4) Amplifying efforts of regenerative movements and redistributive practices in philanthropy across the broader field of philanthropy.

Due to concentrations of existing or potential institutional partners, we have a preference for the Maestra Program Director to be based in or near the Boston or New York areas, however, we also invite applications from other locations. This position will primarily work remotely, however, we anticipate that this position will involve travel once it becomes safe to do so again in the future. The Maestra Program Director will report to Justice Funders’ Deputy Director and work very closely with other staff on the team.

## **JOB RESPONSIBILITIES**

### **LEAD MAESTRA PROGRAM (50%)**

- In partnership with movement partners and Justice Funders senior leadership team, continue to refine the strategy and design of Maestra programming to align with the organization’s broader strategy and resource goals.
- Manage all Maestra program administration, including annual budget development and tracking, identifying and coordinating support from fellow staff and affiliates, oversight of in-person event logistics, etc.
- Lead Maestra program implementation, including establishing program vision, goals, and activities as part of Justice Funders annual planning process; designing curriculum and developing tools based on Justice Funders’ Resonance Framework; identifying recruitment strategies; and, engaging in program reflection and assessment through application of Appreciative Inquiry and other asset-based assessment models.
- Lead development and implementation of a Maestra participant alumni model that supports ongoing engagement and cultivates organizing opportunities for redistributing control, power, and resources.
- In collaboration with the Deputy and Senior Program Directors, develop a projected revenue model with a three-year goal for self-sustainability of the Maestra program.

### **CROSS-PROGRAM COLLABORATION AND INTEGRATION (30%)**

- Partner with the Harmony Program Director to coordinate their support of Maestra programming, including their co-facilitation support of Maestra activities.
- Co-facilitate the Harmony Initiative’s leadership development cohort retreats alongside the Harmony Program Director.
- Provide coaching to Harmony cohort participants and facilitate peer and/or affinity groups as part of the team of staff supporting the Harmony Initiative.
- In close collaboration with the Harmony Program Director and Justice Funders’ Consulting Team:



- Create engagement points that (1) meet participants and, if applicable, their affiliated institutions where they are at; and, (2) support their growth in skills and application of Just Transition practices.
- Develop programming that builds on, and supports, existing Harmony, Maestra, and, where applicable, Consulting strategies.
- Facilitate opportunities for cultivating relationships with program participants.
- Identify opportunities for cross-pollination, alignment, and/or continuity in content and program design.

#### ORGANIZATIONAL CULTURE & PROFESSIONAL DEVELOPMENT (15%)

- Attend Justice Funders' staff meetings and retreats, culture-building sessions, and political education trainings.
- Participate in Justice Funders' Appreciative Inquiry-based Annual Employee Engagement process.
- With support of the Deputy Director, create a professional development plan to support ongoing skill-building and deepening leadership and wellness practices.

#### MOVEMENT ACCOUNTABILITY & FIELD BUILDING (5%)

- To facilitate personal accountability and understanding of the impact of choices made by philanthropy, build real and accountable relationships with leaders of frontline organizations.
- Participate in philanthropic field events to amplify grassroots and allied philanthropic efforts that advance equitable practice and facilitate a Just Transition for Philanthropy.
- Work in partnership with aligned funder formations (affinity groups & network) to connect the consulting practice to Justice Funders' other leadership development programs.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change, if necessary, to reflect the needs and goals of the organization.

#### QUALIFICATIONS & EXPERIENCE

This position is a professional, exempt position that requires in-depth knowledge of organizational development and significant education in nonprofit management, organizational development, or related field; or equivalent experience. It is essential that this person have previous experience in philanthropic advising and/or consulting to philanthropic executives and trustees; facilitation and training; project management; and, have familiarity with philanthropic organizations' operations, investments, and grantmaking. If the person invited to serve in this position does not have a coaching certification, this will become one of their immediate professional development goals.

Justice Funders believes that funders are part of the movement for social justice. As such, we believe that funders have a responsibility to organize within the field of philanthropy for increased resources for social justice. In addition to sharing this value, we are looking for someone who has a nuanced understanding of regenerative economies and movement building. This position will be interfacing with donors and



philanthropic staff from a variety of institutions. It is critical that this person be skilled in holding space for discovery as well as for challenging conversations. This position will require an ability to meet people where they are and the ability to hold a long-term vision, while making incremental steps.

### EXPECTED HOURS OF WORK

Standard days and hours of work are Monday through Friday, 9:00 a.m. to 5:00 p.m. Daily schedule is flexible within the proximity of this time frame and will be decided in consultation with the Deputy Director.

### TRAVEL

This position will primarily work remotely, however, once it becomes safe to travel again in the future, the Maestra Program Director will be expected to travel for required meetings, conferences, site-based Maestra programming, and, if necessary, for other Justice Funders-related purposes.

### POSITION TYPE & COMPENSATION

The Maestra Program Director is a 100% FTE (full time equivalent), exempt salaried position. Annual gross wage is \$85,000. Benefits include health, dental, vision, retirement, generous vacation time, and paid professional development.

Movement Strategy Center (fiscal sponsor)'s 100% FTE benefits package includes:

- 20-days of vacation leave per year;
- 12 standard holidays and two personal days per year;
- 12 sick days per year;
- One-week paid MSC family and medical leave after one year of service; an additional week of paid leave for each additional year of service, up to four weeks;
- Medical, vision, dental for employees and dependents (requires 30-day waiting period and a per paycheck employee contribution);
- 100% employer sponsored basic life, short-term and long-term disability insurance coverage;
- Access to a 403b retirement plan;
- Access to Flexible Spending Account and Commuter Benefits; and,
- Additionally, Justice Funders provides staff members with paid professional development annually.

### APPLICATION DEADLINE & INSTRUCTIONS

To apply: send a cover letter, resume, and three references to [justicefunders@gmail.com](mailto:justicefunders@gmail.com) with the subject line: "Maestra Program Director." Applications will be reviewed, and interviews conducted on a rolling basis. Deadline to apply is December 15, 2020.

*Justice Funders is a fiscally-sponsored project of the Movement Strategy Center (MSC). Justice Funders is an equal opportunity employer that does not discriminate on the basis of race, color, religion or belief, disability, gender, nationality, ethnicity, sex (including pregnancy, childbirth, or related medical conditions), gender identity or expression, sexual orientation, or any other status protected by law. People of Color, working-class people, Disabled people, and LGBTQIA persons are strongly encouraged to apply.*

