

JUSTICE FUNDERS SEEKS A PROGRAM DIRECTOR – HARMONY INITIATIVE

About the Organization:

Justice Funders is a partner and guide for philanthropy in reimagining practices that advance a thriving and just world. Justice Funders is the national outgrowth of our local work tested and incubated in the Bay Area Justice Funders Network over the last eight years. Building on successful interventions to reimagine philanthropic practices, Justice Funders' work encompasses the Bay Area Justice Funders Network as well as leadership development, consulting, and a lab for experimental philanthropy. 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. More information is available at: <http://www.justicefunders.org>

About the Position:

The Program Director – Harmony Initiative position is a new role for the organization. It reflects the expansion of our vision as an organization, as well as builds on a body of leadership development and consulting work that has been led by existing staff over the last three years. The role of this position is to (1) lead and manage Justice Funders' flagship leadership development program, The Harmony Initiative, and (2) serve as a trainer, facilitator and consultant on consulting engagements that build the capacity of grantmaking organizations and philanthropic support organizations. Through this leadership development and capacity building work, this person will be part of a cohesive team working to: (1) Facilitate equitable grantmaking practices; (2) Support philanthropic leaders to become conscious practitioners for a Just Transition in Philanthropy; (3) Support individuals and institutions to deepen their alignment and practice towards a Just Transition; and (4) Amplify the efforts of regenerative economic movements and allies in philanthropy across the broader field.

The Program Director – Harmony Initiative will join a staff team of 8 people based in the Bay Area and 2 people on the east coast. The location for this position is preferred to be in Boston or New York. As a small team with a tight strategy, we work in very complementary and interconnected ways. Thus it will be necessary for this person to excel in their independent management of work, while engaging in exceptional teamwork and pro-active communication. It is expected that all team members manage their own administration. Based upon our consulting engagements to date, we anticipate that this position will travel about 30-50% of the time.

We are seeking an individual who: has a sharp social justice analysis and has applied that analysis in consulting engagements; has experience in the facilitation and delivery of trainings; and is skilled in

assembling and managing project teams. The nature of this position will also demand a high-level of organization and attention to detail. We seek a self-aware individual who is attuned to both their strengths and areas for growth, and has a keen sense of when external support may be necessary. Prior experience in philanthropic leadership and consulting on diversity, equity and inclusion (DEI) is preferred.

The Program Director will report to Justice Funders' Senior Program Director, and work very closely with others on the Leadership Development and Consulting team.

Job Responsibilities:

LEAD HARMONY INITIATIVE ROLL OUT AND ADMINISTRATION (40%)

- Lead the public roll-out of the Harmony East program and serve as one of two staff facilitators of the program.
- Work closely with the co-facilitators of Harmony West to ensure consistency across the regional programs.
- Manage Harmony Initiative East and West program administration and communications.
- Design and lead program evaluations for the Harmony Initiative.
- Coordinate all aspects of recruitment and registration for Harmony Initiative East and West, including but not limited to: collateral, web/e-mail promotion, etc.
- When necessary, retain and train external trainers/facilitators and additional staff.

LEAD CONSULTING PRACTICE FOR EASTERN U.S. (40%)

- Develop and submit proposals for consulting engagements that further Justice Funders' goals.
- Manage consulting inquiries on behalf of the organization.
- Lead consulting engagements independently or as part of a team.
- Project management for consulting projects on the east coast.
- Work closely with the Consulting Director and Senior Program Director on ensuring consistency and quality of all Justice Funders' consulting engagements and processes.
- Make hiring decisions and engage affiliate consultants for Justice Funders' consulting work on the east coast.

ADMINISTRATIVE (10%)

- Manage consulting practice contracting, billing, sub-contracting, travel, reimbursement administration.
- Participate in Justice Funders' staff meetings.

- Continue professional development.

MOVEMENT ACCOUNTABILITY (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.

FIELD BUILDING (5%)

- 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.

Salary & Benefits:

The Program Director is 1 FTE. Salary range is \$75,000 - \$80,000. Benefits include: health, dental, vision, retirement, generous vacation time, and paid professional development.

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: philanthropy, consulting, facilitation and training, as well as managing teams. 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 --without judgment, and the ability to hold a long-term vision, while making incremental steps.

To Apply:

Please submit a cover letter which outlines your relevant experience and send with resume to:



p: 510.545.3638
e: justicefunders@gmail.com w: justicefunders.org
a: 436 14th Street, Suite 700; Oakland CA, 94612

justicefunders@gmail.com by March 31, 2019. Please put "Program Director – Harmony Initiative" in the subject line. Due to limited capacity, please no calls. Interviews will be scheduled on a rolling basis.

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