

## About the Opportunity

Pride Foundation seeks an experienced professional and embedded community leader to lead our programmatic work. The Director of Programs (DOP) is a critical member of our leadership team who manages and implements our community grants, scholarships, and other key initiatives. This person brings a strong background and analysis in program design and implementation, has a deep understanding of philanthropy and grantmaking, and is experienced in working with QTBIPOC communities and ensuring intersectional racial justice is in every aspect of programs and across organizational systems.

The DOP will support ongoing shifts in our approach to our programmatic work to be more responsive to regionally diverse community needs and opportunities, accountable to racial justice values and practices, to develop and refine our theory of change, and to more effectively utilize the breadth of Pride Foundation's resources and capacities to bring about change for LGBTQ+ communities. As part of the key responsibilities of this position, the DOP will evaluate programmatic changes that have recently been made and lead the process to evaluate, research, develop, and implement further programmatic changes.

The DOP reports to the CEO, serves on Pride Foundation's Leadership Team, and leads a departmental team of four staff members. This is a full time, exempt position. Flexibility to work some evenings, weekends, and occasionally travel are necessary. **This position is currently remote, and candidates should live in, or be willing to relocate to, one of the five Northwest states Pride Foundation serves.** Staff members in the greater Puget Sound region have the option to work out of our headquarters office in Seattle as conditions of the pandemic make in-person work safe.

## About Pride Foundation

Pride Foundation fuels transformational movements to advance equity and justice for LGBTQ+ people in all communities across the Northwest. We envision a world in which all LGBTQ+ people live safely and openly as our whole selves in the communities we call home.

Founded in 1985, we are the only LGBTQ+ community foundation in the Northwest, and have invested more than \$72 million in nonprofit organizations, local leaders, and student scholars through our grants, scholarships, and initiatives. We work in the Northwest states of Alaska, Idaho, Montana, Oregon, and Washington. Pride Foundation has an operating budget of more than \$5 million and 15 full-time employees, 5 of whom are fully remote and 10 who are currently remote, but previously worked at our headquarters in Seattle, WA. Pride Foundation is governed by a Board of Directors with 22 members from across the five-state region with diverse professional and lived experiences.

As an organization and as individuals, we are committed to anti-racism, and strive to center racial equity and justice throughout our organization and all aspects of our programmatic work. Together, we are intentionally and actively building an internal culture that reflects this commitment, and an organization where our team members can thrive. All team members are a part of this work and are active participants in building our culture. Read more about the work culture we are building [here](#) and our [4 day work weeks here](#).

## **Primary Responsibilities**

The Director of Programs (DOP) provides strategic vision and leadership for Pride Foundation's programmatic efforts throughout the Northwest. The DOP will manage and provide strategic guidance for all of our resource programs: grantmaking (currently invested through three connected strategies/initiatives) and our scholarships. The DOP builds cross-departmental strategies with our Community Engagement department, Community Advocacy, Research, and Education department, and CEO to create more cohesive and integrated organizational strategy.

The Director of Programs brings a creative, innovative, and thoughtful approach to program development while prioritizing Pride Foundation's values, priorities, and commitment to social justice philanthropy.

The DOP manages our Programs Team, comprised of our two Grants Program Officers, Scholarships Program Officer, and Programs Operations Manager.

### ***Strategy Development (40%)***

- Vision and collaboratively lead strategic development of all scholarship and grantmaking programs, including evaluation, research, and program design to be aligned with Pride Foundation's values, trust-based principles, and deepening meaningful community participation by sharing and shifting power.
- Build and implement cross-departmental strategies that increase resourcing of programmatic efforts and integration of organizational efforts.
- Vision and collaboratively lead new efforts to support community resourcing and organizational impact, which might include things like: new initiatives, convenings, technical support ("support beyond the check"), or leadership development.
- Track best practices for philanthropic efforts and emerging trends and developments and integrate them into programmatic strategy.

### ***Strategic Partnerships (20%)***

- Work with the CEO to develop philanthropic partnerships that increase support for LGBTQ+ communities (e.g., collaborative initiatives, philanthropic advocacy).
- Work with Community Advocacy, Research, and Education department to build cross-departmental, integrated advocacy and grantmaking strategies.
- Work with Community Engagement department to build integrated community resourcing strategies.
- Participate in, lead, and facilitate conference sessions, coalitions, committees, collaboratives, and other efforts with community and philanthropic partners.

### ***Programmatic Implementation (15%)***

- Work with the Programs Team to support all programmatic activities, policies, and practices as needed to implement.
- Bring a vision for long-term transformational change focused on dismantling systems of oppression to the evaluation and implementation of programmatic changes and lead the process to evaluate, research, develop, and implement further programmatic changes with the Programs Team.

- Collaborate with CEO and Director of Community Engagement to provide guidance and support for the growth of the Scholarship Fundholder and Donor Advised Fundholder Programs.
- Develop and manage departmental workplans and budgets.

### ***Internal Leadership (15%)***

- Manage and coach Programs Team members to implement Pride Foundation's programs in a values-aligned way that emphasizes mutual trust, support, autonomy, and commitment to supporting the leadership of team members.
- Serve as a member of Pride Foundation's Leadership Team, guiding the organization's broader strategic vision and culture.
- Actively contribute to creating a model of leadership that intentionally disrupts a traditional style of leadership grounded in white, heteropatriarchal ways of operating.
- Collaboratively lead internal work to ensure a deep understanding across the organization and individual team members of our programmatic priorities, approach, and how it connects to the work we do throughout the organization.

### ***Organizational Culture and Racial Justice (10%)***

- Understand and integrate racial justice into individual and team workplans, and broader strategic planning efforts.
- Commit to personal growth, learning, and transformation, taking initiative to expand your understanding of racial justice and related principles, issues, and practice and how they apply to your and our work.
- Meaningfully participate in caucus groups, organizational learning sessions, and other opportunities to shape our organizational culture.
- Work to acknowledge, address, and eliminate individual, institutional, and structural racism and its intersections with other forms of oppression in your and our work.
- Actively participate in evolving the organizational culture at Pride Foundation to be mission-focused, inclusive, values-aligned, and community-centered.
- Grow and apply the skills and practices needed to create an inclusive organizational culture including (but not limited to): clear and kind communication, giving and receiving feedback, mutual accountability, and self-care and boundaries.
- Contribute to developing a collaborative culture at Pride Foundation that underscores the interdependence of all of our work.

### **Qualifications: Skills and Experience**

The ideal candidate will have a mix of these skills, experiences, and competencies gained through paid and unpaid experiences.

- Commitment to Pride Foundation's mission and to building a racially just, equitable, and inclusive culture through all levels of the organization.
- Experience working with LGBTQ+ BIPOC (Black, Indigenous, People of Color) and communities disproportionately targeted by injustice, including non-binary and Two Spirit communities, indigenous communities and tribal nations, immigrant communities, rural communities, and others.

- Understanding and experience working on issues related to intersectional social justice (including racial, LGBTQ+, gender, disability, economic, and/or reproductive justice).
- Exceptional strategic thinking and creative skills to support the development of new models and structures to better support LGBTQ+ BIPOC communities.
- Experience in program management, design, and implementation meant for supporting and resourcing QTBIPOC communities.
- Experience in managing and coaching diverse staff and teams toward achieving strategic goals and developing organizational culture.
- Experience in grantmaking, community organizing, or related work.
- Experience with and understanding of philanthropy and grantmaking practices.
- Strong leadership, facilitation, and collaborative management skills.
- Strong interpersonal skills with the ability to collaborate and work as part of a team.
- Outstanding organizational skills, attention to detail, and the ability to manage multiple deadlines and priorities.
- Passion, a strong work ethic, and self-motivated drive.

While not required, these are additional skills and experiences we are looking for in candidates:

- Experience working in philanthropy, particularly in leading and implementing trust-based, participatory approaches to programmatic investments.
- Experience working with communities in the geographical region of Alaska, Idaho, Montana, Oregon, and Washington, and/or across rural, small town, and urban areas.

### **Salary and Benefits**

Pride Foundation determines its staff salaries using the Washington Nonprofit Wage & Benefit Annual Survey. Each salary is based on the average of similar positions in organizations of comparable size and are competitive for the field. For this position, the salary range is \$95,000-\$105,000, depending on experience.

Excellent employer-paid benefits: medical (includes coverage of gender-confirming health services and procedures), dental, and vision coverage along with disability insurance, employer retirement account contribution, and option for employee to invest in an individual retirement account.

Pride Foundation has a 4-day, 32-hour work week, with the option for this position to be entirely remote (either set up to work from home or in co-working space), or to be based out of the Seattle headquarters. ***Candidates must reside within the 5-state region we work in, or be willing to relocate to the region.***

### **To Apply**

Pride Foundation is a proud equal opportunity employer committed to an inclusive work environment and to building a team that reflects the rich diversity of our community. People of color, people with disabilities, and people of diverse sexual orientations, gender expressions and identities who are underrepresented in the field of philanthropy are encouraged to apply.

Send letter of interest and resume to: [jobs@pridefoundation.org](mailto:jobs@pridefoundation.org)

In your letter of interest, please make it a point to address the skills and experiences you bring to this role, as outlined above. We also ask you to specifically address:

- Your commitment to Pride Foundation's work and mission
- Why you are interested in this role in particular
- How your lived and professional experience would make you successful in this role

**Priority will be given to candidates who submit their applications by November 27, 2022.**

Applications will be accepted until the position is filled, though applications submitted after the deadline will be considered on a case-by-case basis. The position will be filled as soon as the appropriate candidate is found, as the position is available immediately.

For more information about Pride Foundation, please visit our website:

[www.pridefoundation.org](http://www.pridefoundation.org).