



Community Advocacy, Research, and Education
Senior Manager
Job Announcement

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.

Pride Foundation is the only community foundation by and for LGBTQ+ people and communities serving the Northwest region of Alaska, Idaho, Montana, Oregon, and Washington. Founded in 1985 during the height of the HIV/AIDS epidemic, Pride Foundation is the result of generations of leaders who brought simple but revolutionary values to our movement: the courage to truly see one another, the compassion to recognize our shared humanity, and the conviction to show up every day to protect one another. Pride Foundation has an operating budget of more than \$6 million with 16 full time employees working from across the region we serve. Pride Foundation is governed by a Board of Directors with 17 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](#).

About the Department of Community Advocacy, Research, and Education (CARE):

The [Department of Community Advocacy, Research and Education](#) is Pride Foundation's newest department, developed to meet the evolving needs of the Pacific Northwest while deploying philanthropic tools for social transformation. While Pride Foundation's grants and scholarships support the brilliant and dedicated organizations and leaders working to meet the needs of our communities, our CARE work takes a broader focus to *transform culture* in communities across the Northwest to make this vision a reality.

Since 2016, the work that has evolved to become the Department of CARE and has unapologetically centered BIPOC Trans, Nonbinary, Intersex, and Two-Spirit ancestral knowledge and lives. The ultimate goal of our CARE work is to create a Northwest region that is inhospitable to homophobia, transphobia, racism, misogyny, and all other forms of harm directed at LGBTQ+ communities. As a Department, CARE houses particular initiatives, programs, and projects. As of 2023, the primary program is the TRANSform Culture Program, with emergent programs around safety/wellness and trans-regional coalition-building in development.

About the Role:

Pride Foundation seeks a deeply embedded community leader and an experienced facilitator to help grow and sustain our Department of CARE. The CARE Senior Manager will bring an understanding of research and data justice frameworks, and commitment to centering community members as leaders and decision-makers, and an understanding of the intertwined relationship between community, power-building, policy, and research. The CARE Senior Manager also brings a strong, intersectional, racial, and gender justice analysis to this work. This includes understanding the difference between mobilizing and organizing in community work.

The Senior Manager will work closely with the Director of CARE across all aspects of Pride Foundation's Community Advocacy, Research, and Education work, as well as build collaborative relationships across our internal departments. This role also has a significant community building component to it and will require building strong relationships with a wide variety of stakeholders and groups across the Northwest.

The Senior Manager reports to the Director of CARE.

Primary Responsibilities:

The CARE Senior Manager provides operational support across all aspects of the department's work and plays an integral role in implementing strategies defined by the Director of CARE that result in increased leadership and narrative capacity by and for LGBTQ+, especially BIPOC Trans+, Northwesterners.

The Senior Manager will support growing the capacity and sustainability of the department by working with the Director of CARE in responding to departmental and community needs and requests, while maintaining progress on programmatic priorities. This will include things like providing logistical and operational support for departmental activities (e.g., organizing reimbursement requests and fulfillment for contractors and community members), as well as community building and support (e.g., travelling to a state capitol to support meals and transportation for community organizers and supporting testimony preparation for advocates).

Community Advocacy (25%)

- Build, maintain, and center long-term relationships with BIPOC, Two Spirit, trans, non-binary, intersex, and gender diverse community leaders and community groups across the Northwest, and other partners who focus on a wide range of progressive issues.
- Develop and manage a system for responding to requests from community partners across the region determined by Pride Foundation's ability to support.
- Track, manage, and execute advocacy opportunities among grantees, community partners, and other internal and external stakeholders.
- Facilitate meetings and training for partners and key stakeholders across the region.
- Attend and support events and actions from partners and key stakeholders across the region.
- Maintain a strong understanding of the regional and national climate and movement building around trans policy, advocacy, and legislative efforts.

Community Research (25%)

- Support the Director of CARE in the coordination, facilitation, support, and recruitment of the TRANSform Culture Fellows and the Village Council
- Develop and manage a system for organizing Pride Foundation's community research materials, including things like collected stories, policy materials, and evaluation/curriculum design.
- Identify community research needs and opportunities internally within Pride Foundation in collaboration with staff in different departments.
- Support the Director of CARE to build out research questions and research methods that achieve the TRANSform Culture Program's goals and enhance the TRANSform Culture fellows' capacity for narrative-based work and understanding of how storytelling can support cultural change.

Community Education (25%)

- Develop and implement plans to document and disseminate research and tools created by the Department of CARE locally across the Northwest and nationally with partners.
- Identify opportunities to engage in community education beyond research dissemination.
- Develop tailored educational and communications materials for public education (including legislation and campaigns) in conjunction with the Director of CARE, community members/leaders, and strategic consultants that are informed by the community advocacy and community research work of the department.
- Provide support in written communication, departmental updates, public speaking, social media, digital campaigns, and other content creation.
- Recruit participants and coordinate logistics for community responsive training in the region.

Regional Culture and Gender Justice (15%)

- Actively participate in evolving the organizational culture at Pride Foundation to address both anti-rural and anti-urban bias in our region to remain mission-focused, inclusive, values-aligned, and community-centered.
- Provide analysis and tracking of the geographic diversity of our region that honors that geographic diversity. This will include travel to key locations across the region.
- Commit to personal growth, learning, and transformation, taking initiative to expand your understanding of gender justice and related principles, issues, and practice and how they apply to your and our work in the Northwest specifically.
- Understand and integrate gender justice into individual and team workplans, and broader strategic planning efforts that honors the geographic diversity and distinct place-based needs of the Northwest.
- Work to acknowledge, address, and eliminate individual, institutional, and structural gender-based and geographic-based discrimination and stigma and their intersections with other forms of oppression in your and our work in the Northwest specifically.

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 culture of philanthropy at Pride Foundation by incorporating friend and fund raising as appropriate throughout the work.

Qualifications: Skills and Experience

The ideal candidate will bring a mix of the below skills, experiences, and competencies. Pride Foundation believes that skills are gained from a variety of avenues, including through lived experience, paid work, volunteer, or unpaid experiences, and both traditional and non-traditional education and work.

- Meaningful commitment to Pride Foundation's mission and to building a racially just, equitable, and inclusive environment through all levels of the organization.
- Meaningful and extensive experience in community organizing, particularly within BIPOC, Two Spirit, trans, non-binary, intersex and/or gender diverse communities in the Pacific Northwest.
- Exceptional strategic thinking and creative skills to support the development of new models and structures to better support LGBTQ+ BIPOC communities.
- Exceptional project management experience and ability to scope, plan, and implement projects and deliverables in a timely way, with attention to detail, and amidst multiple deadlines and priorities.
- Strong experience in data management, data systems design, and analysis.
- Strong facilitation skills, and experience facilitating in spaces with stakeholders who bring varying and mixed experiences.
- Strong communication skills: written, public speaking, digital/social media, and relational.
- Experience working with diverse staff and teams toward achieving strategic goals and developing organizational culture.
- Experience building deep, trusting, and lasting community relationships.
- Experience conducting messaging research and/or developing advocacy strategy, or equivalent.
- Experience in navigating and resolving conflicts, and experience with a wide variety of audiences.
- Experience working with LGBTQ+ communities and/or communities disproportionately impacted by injustice, including communities of color, trans and non-binary communities, indigenous communities and tribal nations, immigrant communities, rural communities, etc.
- Understanding and experience working on issues related to intersectional social justice (including racial, LGTBQ+, gender, disability, economic, and/or reproductive justice).

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

- Experience working with BIPOC Transgender, Nonbinary, Intersex, and Two-Spirit communities on legislative campaigns in Alaska, Idaho, Montana, Oregon, or Washington, and/or across rural, small town, and urban areas.
- Experience working on graphic design or publishing critical participatory based research.
- Experience working within and/or knowledge of healing justice, transformative justice, and popular education frameworks.
- Experience working with independent contractors in a transformative and values-aligned way.

Location and Position Details

This is a full time, exempt position. **This position is remote, though candidates should live in or be willing to relocate to one of the five Northwest states Pride Foundation serves. Pride Foundation is place-based and our residence in the region we serve is a critical part of how we lean into our values.** Staff members in the greater Puget Sound region have the option to work out of our headquarters office in Seattle. Pride Foundation has a 4-day, 32-hour work week. Flexibility to work some evenings, weekends, and occasionally travel are necessary.

Salary and Benefits

Pride Foundation utilizes an equitable and competitive compensation program and salary structure that includes regular Cost of Living Adjustments and raises. For this position, the salary range is \$82,000-\$87,000, depending on experience. This salary is non-negotiable beyond this range to counter pay inequality and uphold internal parity for salaries.

Excellent employer-paid benefits including: medical (includes coverage of gender-confirming health services and procedures), dental, and vision coverage, plus disability insurance, employer retirement account contribution, and option to invest in an individual retirement account. Additionally, we offer 4 weeks paid vacation, 16 wellness/sick days, 3 personal days/floating holidays, 11 paid holidays, and paid family and medical leave.

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. Black, Indigenous, and 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. If you have access needs around applying, please reach out to us so that we can accommodate them.

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:

- Why are you interested in working in the Department of Community Advocacy Research and Education at the Pride Foundation and with the communities that we support?
- What inspires you about resourcing gender justice, and why?
- How do your lived and professional experiences speak to the skills and experience needed for this role?
- What is your approach to collaboration and shared leadership?

Priority will be given to candidates who submit their applications by October 11, 2023. 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.