



<b>Job Title</b>	<b>Director of Programs</b>
<b>Reports to</b>	<b>Executive Director</b>
<b>Location</b>	<b>Brooklyn, NY</b>
<b>Status</b>	<b>Full-time</b>
<b>FLSA Status (OT eligibility)</b>	<b>Exempt</b>

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Girls for Gender Equity (GGE) is an intergenerational, advocacy organization committed to the physical, psychological, social, and economic development of girls and women. Through youth organizing, leadership development, and community-building for gender and racial equity, GGE challenges structural forces -- racism, sexism, homophobia, economic inequality -- that work to constrict the freedom, full expression, and rights of girls and young women of color.

Since 2002, GGE has established a dual approach to community-based advocacy and direct service that develops youth leadership and strengthens resources within the communities we serve through our three core programs – the Sisters in Strength Youth Organizing, Urban Leaders Academy middle school program, the Young Women’s Advisory Council. Within our approach, GGE targets New York City public schools based in underserved communities of color as sites to mobilize and collectively work toward gender, race and class equity. GGE also works within a participatory governance process to center the needs of cis, trans and gender nonconforming young women of color locally and nationally

We are seeking a full-time Director of Programs to join the senior management team and lead our programming efforts. The Director of Programs will coordinate the effective delivery of programs and services, provide supervision and training to Program Directors, and further integrate our dual macro and micro social work approach. The ideal candidate will be a social change advocate with firm roots in anti-racist feminist/womanist/queer theory and practice, who is ***prepared to make at least a 2-year commitment to the position.***

#### **Duties and Responsibilities:**

##### **Program Management**

- Foster a team-oriented, supportive, accountable work environment.
- Provide strengths-based supervision and coaching for staff and MSW interns.
- Identify professional and organizational development needs and use skills or develop collaborations to support filling gaps.
- Support core programs with regular visits and observations - requires travel to Urban Leaders Academy (ULA) sites in Brooklyn
- Recruit support for GGE’s efforts through ongoing outreach to community members, other organizations, prospective funders, etc.
- Lead efforts to establish and maintain sound working relationships with organization’s partners.
- Identify gaps in curriculum and psycho-educational needs; provide education or bring in outside facilitators.
- Use creative and critical thinking to improve existing campaigns and programming.
- Represent GGE at local events, community gatherings, workshops, trainings and to community leaders, local politicians, and community-based organizations.



## **Planning and Evaluation**

- Effectively align programs with organization's advocacy campaigns and with long-term goals and utilize annual timeline to demonstrate alignment.
- Support staff in effectively developing and utilizing logic models and work plans.
- Ensure the practice of documenting programming and generating reports.
- Work with the Senior Management team to develop and evaluate social work-based community organizing strategy.
- Manage effective program planning, monitoring, and evaluation systems for programs.
- Lead staff in monthly and long-term program planning.
- Lead the team, in evaluating program effectiveness to actualize GGE mission.
- Build organizational capacity to anticipate and effectively respond to changing community needs.
- Utilize SMART outcomes to track MSW Intern work plan and program activities' effectiveness.

## **Core Competencies**

- Experience leading a team, and managing staff and consultants.
- Ability to effectively communicate and build relationships with a wide variety of constituents including youth, parents, health and human services professionals, teachers, and school leaders.
- Capacity to juggle a variety of projects and assignments, manage time well, and ask for support when needed.
- Flexibility to work both independently and as a team member.
- Strong creative and critical thinking skills especially towards program development.
- Experience working in a diverse environment with a strong awareness of cultural sensitivity.
- Impeccable discernment and people skills.
- Excellent group and meeting facilitation skills.
- Documented experience and track record collaborating with the development/fundraising function.
- Familiarity with effective social change practice, transformative justice, restorative justice, anti-policing models preferred.
- Familiarity with the New York City Public School system community preferred.

## **Qualifications and Experience**

- Masters of Social Work (MSW) or related field with 2-3 years of management and program development experience.
- 3 - 4 years of experience working directly with youth and/or leading community-based programming.
- Comprehensive understanding of logic models and work plans
- Director knowledge and exposure to education and organizing efforts within programs in a nonprofit setting.
- Excellent written and verbal communication skills.
- Experience implementing evaluation or participatory action research.
- Policy analysis and political advocacy experience a plus.
- SIFI certificate a plus but not mandatory.



**Compensation and Benefits:** Compensation is competitive and commensurate with experience including full health care benefits and paid vacation.

**Limitations and Disclaimer:** The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position. The team member may be required to perform duties outside of their normal responsibilities from time to time, as needed.

For further details about GGE's mission, vision and work, please visit <http://www.ggenyc.org>

***The candidate must be prepared to make at least a 2-year commitment to this position.***

**How to Apply:**

For employment consideration, the optimal way to contact us is via e-mail. We have engaged Héctor Cariño at People Architects Group, LLC to manage this search.

All applications must include:

- Applications must include (all in PDF format):
  - Resume
  - Thoughtful cover letter (including how you became aware of this opportunity: *job portal, referral, etc.*)
  - Desired salary range
  - Writing sample (between 3 to 5 pages)
- **All applications will be received via email. No phone calls or snail mail.** E-mail applications to: [hector@peoplearchitectsgroup.com](mailto:hector@peoplearchitectsgroup.com)
- Subject Line: Director of Programs/YOUR NAME

**Application deadline is Tuesday, September 13, 2016 at 5:00pm, EDT**