



## POSITION ANNOUNCEMENT

# PROGRAM DIRECTOR

### *The Insight Center for Community Economic Development*

The Insight Center for Community Economic Development is seeking a dynamic leader to serve as a Program Director in its national Building Economic Security for All Initiative. The ideal candidate will be a proven leader, systems thinker, and public policy expert with a deep commitment to social and racial justice. S/he is an exceptional writer and speaker, creative, detailed oriented, flexible, and a team builder, who can work with a range of internal and external colleagues toward building a national agenda.

#### **Organizational Overview**

The Insight Center for Community Economic Development (Insight Center) is a 42 year old national, research, consulting, and legal organization dedicated to helping vulnerable people and communities become, and remain, economically secure. The Insight Center seeks to increase the number of people in the US who are able to cover their day-to-day needs and develop savings and assets in the long-term. The Insight Center uses a combination of strategies, including research, advocacy, organizing, public education and capacity building. We partner with a diverse range of colleagues to develop innovative strategies and programs that result in systemic change. The Insight Center has a long-standing reputation for innovative work. For additional information, visit our website at [www.insightcced.org](http://www.insightcced.org).

#### **Project Overview**

As part of the **Building Economic Security for All Initiative**, the successful candidate will work with state and national partners and Insight Center colleagues to help:

- 1) Unite the economic security field around a common definition or set of principles,
- 2) Identify best practices and policies to help close income and asset disparities, especially among women and people of color,
- 3) Create a more coordinated voice when educating policymakers about the need for a comprehensive standard that includes everyone, and
- 4) Begin the development of a consensus-based national, policy agenda to build economic security for all, using a disparities lens (e.g. race, ethnicity, gender and age).

#### **Principal Responsibilities**

- Direct a new project to help unite the economic security field and build momentum for a broad-based policy agenda in the years to come
- Form a national Advisory Board to inform and help guide the Project
- Form a learning community of state coalitions and national leaders to share best practices and brainstorm solutions to common problems

- Conduct a national scan, interviews, and literature review to produce a comprehensive analysis of the various economic metrics currently used and best practices
- Fundraise to support and grow the initiative, and maintain existing funder relationships
- Identify, develop, and provide technical assistance to individual state partners organizations
- Organize and convene meetings of state, national and local partners
- Facilitate a consensus-based process involving state and national organizations to craft shared principles behind any standard of need and begin to develop a national policy agenda to help close income and asset inequalities
- Produce reports, fact sheets, and other informational materials
- Develop and implement a communications strategy for the initiative, including engaging with traditional and social media outlets, and creating messages for different target audiences
- Become a public spokesperson on these issues
- Contribute to the overall Building Economic Security for All Initiative, and related projects at the Insight Center

### **Qualifications, Skills and Attributes**

- A passion and vision for policy and systems change to benefit low-income, disadvantaged persons and communities of color
- Excellent written and oral communication skills
- Exemplary relationship building, interpersonal and leadership skills
- Strong attention to detail, follow-through, and organizational skills
- Policy development and analysis expertise, especially regarding economic security issues
- Research skills, qualitative and some quantitative
- Experience organizing convenings, peer learning communities, and consensus-based processes
- Coalition building, campaign, and organizing skills involving a wide array of sectors and populations
- Demonstrated capacity to fundraise
- Experience in program evaluation and program development
- Media (social and traditional) expertise
- A team player
- Self-directed but also a team player
- Ability to handle multiple tasks simultaneously and meet deadlines
- Comfortable with contemporary office software
- Willingness to travel a significant amount

The Insight Center offers an excellent benefit package that includes medical coverage, a retirement plan, four weeks paid vacation, paid sick leave, 14 holidays per year, tuition reimbursement and a paid sabbatical.

Interested candidates should submit a cover letter and resume via email to [hr@Insightccd.org](mailto:hr@Insightccd.org) or by mail to the Insight Center for Community Economic Development, Attn: Human Resources, 2201 Broadway, Suite 815, Oakland, CA 94612 or by fax to 510-251-2660. We are accepting applications until position is filled, and **hope to fill the position as soon as possible**. No phone calls please.

The Insight Center for Community Economic Development is an equal opportunity employer with a strong commitment to the affirmative hiring of women, people of color and the disabled.