

The Partnership for Democracy and Education

Executive Director / Managing Weaver

Position Profile

The Partnership for Democracy and Education seeks an Executive Director / Managing Weaver to lead, guide and support collaboration among the programs and teams that comprise the Partnership's vibrant community of people and programs. The Managing Weaver / Executive Director will serve as the chief strategist to engage and integrate all members of the team and external partners.

The Opportunity

This is a leadership opportunity to help a set of family philanthropies, and the larger social justice field, move from philanthropy's extractive roots to more generative and democratic forms of politics and philanthropy. The work includes coordinating, leveraging and weaving together 501(c)(4), 501(c)(3), political donations, and endowments; and organizing donors, funders, and investors, including solidarity philanthropy and solidarity economy approaches. The Executive Director / Managing Weaver will work with frontline BIPOC movement leaders to bring together many threads of our work to make change at both the personal and systems levels.

Our Values and Commitments:

- Centering our decision making in the leadership of those most affected by social, political, and economic injustices
- Creating, designing, and implementing new models that shift power and decision making in democracy, public education, and philanthropy towards marginalized communities
- Working collaboratively and building coalitions to create collective impact
- Actively caring for, developing and mentoring future leaders
- Nurturing healing relationships that embrace the whole person
- Building community

Our Strategies for Change:

- Organizing and building donor/funder collaboration for movement organizations
- Educating, training, and facilitating connections between funders and movement organizations
- Supporting movement-oriented emerging progressive candidates for public office
- Offering retreats and other opportunities for movement activists' self-care
- Hosting co-working space for the social justice community
- Producing podcasts, books, and cultural media to counter the dominant narrative

- Networking and other support for community leaders to win public office and move policy agendas once elected

The Partnership for Democracy and Education Team:

Our team currently includes seven full-time members, 2 part-time members, a political consulting partner, and other consultants. The Executive Director / Managing Weaver will have a meaningful relationship with each one. The allied programs of the Partnership include:

- Access Strategies Fund, Inc (c3)
- The Partnership Loft (LLC)
- Maria's List (C4)
- Investment Team (advisors to all related entities)
- *When We Fight, We Win!* (c3)
- Caroline and Sigmund Schott Fund (c3)

Desirable Skills and Experience of the Executive Director /Managing Weaver

We understand that candidates will be stronger in some areas than others, and that this thought partnership with the founders and staff will be a flexible and growth filled journey.

- Facilitate shared vision with staff and advisors
- Develop and maintain an office culture in which all feel supported, and accountability is handled in an open and transparent manner
- Manage and develop strategic alignment across c3, c4 and hard money in compliance with IRS codes
- Provide supportive supervision and coaching for staff, contractors, and consultants
- Write, speak and communicate effectively
- Develop programs including designing new and weaving together existing programs
- Advise on strategic impact investing
- Create and manage budgets
- Engage with political campaigns
- Collaborate with BIPOC, low income, and other marginalized communities
- Connect with existing donor networks in shared learning and aligned initiatives
- Bring connections within Massachusetts and national public education, political, organizing and philanthropy networks

Desirable Characteristics of the Executive Director /Managing Weaver

- Committed to the abolishing extractive capitalism, and strengthening public education, grassroots BIPOC power and leadership, feminist, intersectional thinking, and community engagement
- Collaborative, creative and supportive leadership style with teams and individuals
- Systems thinker
- Able to live into and develop this new position with mindfulness in response to evolving needs
- Willing and interested in working within a family philanthropy in which the

founders are very involved in programming

- Willing and able to work in the Cambridge office much of the time, as well as work remotely via zoom and other media as appropriate

Responsibilities

The Partnership for Democracy and Education recently completed a reorganization of its philanthropic programs, initiatives and partnerships; this is a relatively new and evolving Cambridge, MA based position for a leader who will grow in a collaborative and innovative community of colleagues.

Communications

- Utilize and strengthen internal communication to build and support a culture of community and mutual respect
- Increase synergies and shared learning with partners and consultants
- Develop and manage multi-pronged external communication strategies to ensure that Partnership stories and culture shifting frames are shared effectively. (This will include hiring/contracting and building a communications team.)
- Write, publish and provide thought partnership on framing, timing and priorities for podcasts, public speaking/teaching

Grantmaking

- Direct and manage:
 - allocation of programmatic and discretionary funds
 - relationships with frontline partners
 - requests for contributions (grassroots C3 organizational, C4 and political)
 - administration execution, and compliance of grants and partner agreements

Funder Organizing

- Build and support relationships with funding partners
- Develop communications strategy to encourage collaboration among funding partners
- Participate in and lead fundraising strategies and funder networks

Salary and Benefits

\$120K - \$150K, salary (depending on experience) plus benefits, including generous personal days, health insurance, 401k contribution, professional development funding, and sabbatical leave.

How to Apply

Applications will be accepted until the position is filled, but priority will be given to those who apply **before October 1, 2021**. Targeted start is November 15, 2021, negotiable.

To apply for this job, please submit a cover letter, resume, and two writing samples or equivalent to info@democracyandeducation.us, with the email subject "Executive Director / Managing Weaver Application." Your writing sample should address the experience and

qualifications being sought.

All inquiries are confidential. We strongly encourage people from the communities we work with to apply, especially individuals who identify with vulnerable or marginalized communities and experiences. These include but are not limited to race, gender, sexuality, ethnicity, immigration status, and disability-based groups.