Program Director, Education Equity

Evelyn & Walter Haas, Jr. Fund | San Francisco, California

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**Background**

Walter A. Haas, Jr. and his wife Evelyn Danzig Haas created their private family foundation in 1953 based on values of fairness, equality and opportunity.The roots of family philanthropy run deep in the Haas, Jr. family. Walter A. Haas, Jr.’s great-great-uncle Levi Strauss, an immigrant from Bavaria, arrived in San Francisco in 1853 and started a dry-goods house that grew into a prosperous business and eventually became Levi Strauss & Co. He was a donor to organizations serving children and the poor, as well as to UC Berkeley.

The Evelyn and Walter Haas, Jr. Fund seeks to fulfill its founders’ vision of a just and caring society where all people are able to live, work and raise their families with dignity.  The Fund is dedicated to celebrating and building community. The Haas, Jr. family’s love and deep appreciation for the vitality and beauty of the San Francisco Bay Area and its diverse people and cultures inspire its work. Guided by the values of fairness, equality and opportunity, the Fund is compelled to confront injustice and some of society’s most difficult issues. In all its work, the Fund strives to be a voice of hope and a force for positive change.

 Motivated by its values, the Fund seeks to:

* Promote equal rights and opportunities, with emphasis **on immigrants and gays and lesbians**.
* Improve the lives of low-income families and children, with a special focus on **education**.
* Invest in the **leadership** of our nonprofit partners.
* Ensure members of our community have access to and benefit from the Bay Area’s extraordinary **cultural and civic assets**.

The Fund strives to contribute in meaningful and effective ways at the local, state and national levels. Since its inception, the Haas, Jr. Fund has awarded more than $480 million in grants ranging from critical investments in community-based groups to significant gifts to major cultural institutions. With assets of over $475 million, the Fund is making about $28 million in grants in 2014. Although the Fund’s areas of concentration have evolved – and will continue to evolve – over time, its core values remain constant.

**Job Summary**

The Program Director (“Director”), Education Equity is responsible for leading the program and translating the Fund’s broad vision for advancing education achievement and equity into grantmaking strategies and overseeing their implementation. The goal is to significantly reduce the achievement gaps in San Francisco – especially of low-income, African American, Latino and English language learners – by creating a path to success from PreK to college. The focus of the Fund’s $4 million program is to support early success and learning through a PreK through 3rdgrade approach and to build the leadership capacity for district-wide reform.  In addition, the Program Director has responsibility for several special initiatives listed above and for exploratory work with community colleges.

The Director is expected to play a thought leadership and change-making role in the field. S/he will bring a clear vision and identify strategic levers for transforming large public institutions and systems. The Director will partner closely with district leaders and build strong relationships with a wide range of stakeholders. S/he will be able to identify key City and state policy areas that are necessary to support the district reforms. The focus of this work currently is in San Francisco with select state policy work. The Director will be responsible for communicating to the Fund’s trustees the lessons and outcomes of this program and will work closely with talented program and communications staff at the Fund.

**Reports To**

The Program Director reports to the Vice President of Programs.

**Responsibilities**

**Strategy Development (15%)**

* Identify, select and modify the program goals and strategies, which currently include fostering PreK to 3rd grade reforms and partnerships; strengthening district and principal capacity to lead transformative change. Work with the Fund’s communications staff to develop and execute a communications strategy, including writing blogs and public speaking. The Fund continues to explore a possible role and strategy for college success and linkages with local higher education institutions particularly with the community college system; and
* Maintain a high level of knowledge about current issues and trends in the field and educate Trustees, staff members and other stakeholders regarding challenges and opportunities for advancing education equity.

**Grantmaking and Board Meeting Preparation (40%)**

* Provide leadership and support for grantmaking strategy and initiatives;
* Develop, coordinate, manage and monitor a $4-5 million grantmaking portfolio;
* Prepare concise, compelling grant recommendations and, as required, clear, analytical memoranda and presentations for the Trustees;
* Provide technical assistance as necessary and appropriate to grantees;
* Oversee evaluations of grants;
* Collaborate closely with the Fund’s staff and its other programs, especially with leadership and communications colleagues to amplify program impact;
* Provide direction to a shared Program Assistant, plus coordinate work priorities and provide performance feedback to Program Assistant’s supervisor; and
* Prepare speakers for board meetings and site visits for Trustees.

**Building External Partnerships (20%)**

* Play a change-maker role not only through grantmaking, but also through proactive convening, brokering ideas and allies, and helping grantees solve problems and set strategies;
* Build key partnerships; acting as a catalyst, colleague and advocate who is dedicated to closing the achievement gap; working collaboratively with a wide range of leaders and inspiring partnerships with the nonprofit, government, academic, business, and particularly the philanthropic sector to collaborate and bring more money to the table; and
* Represent the Fund in philanthropy and the community and speaking and writing to advance the program strategy and goals.

**Special Projects (25%)**

Partner with the President and the Vice President of Programs in guiding, advising and analyzing the grants to UC Berkeley Initiative for Equity, Inclusion and Diversity;

* Play a leadership role on the SF Beacon Initiative steering committee;
* Advise and support the Coaching Corps $5 million grant; and
* Take responsibility for other special projects as assigned.

**Qualifications**

**Experience:**

* Senior leader in education reform and in leading change in culture, policy and practice in public, or other complex systems from both inside and outside;
* A deep understanding of and experience with education change efforts and policy issues that affect low-income children and youth, especially Latinos and African Americans; knowledgeable about the challenges, opportunities and emerging trends in the field;
* A seasoned player in public/private partnerships to advance ambitious initiatives involving multi-stakeholder partners; able to work as colleagues with high-level public officials in the school district, City and community college;
* Deeply experienced with and knowledgeable about the role of foundations in the nonprofit sector with a keen ability to determine the foundation’s role in different situations – when to lead, when to follow, how to be a good partner. Senior-level experience in philanthropy developing and implementing grant programs helpful but not required.

**Education:**At least a Master’s Degree in education or a related field such as public policy or management.

**COMPETENCIES/ATTRIBUTES**

 The successful professional will have or be:

* A **respected leader, strategist, analytic thinker and doer** with senior-level experience in institutional transformation efforts with a successful track record leading major initiatives/reforms in education and managing projects;
* **Passion, professional gravitas and strategic vision**;
* An excellent communicator with **superior oral and writing skills** with the ability to simplify complex concepts without jargon to an array of audiences;
* A strong **team player** with openness, creativity, flexibility and a comfort working with ambiguity and change;
* The **highest ethical standards**of integrity, customer service and confidentiality in all relationships as colleague, partner and funder;
* Commitment to **excellence** and doing the highest quality work; and
* Compassionate, with a **sense of fun and humor**, and a respectful, containable ego.

**Compensation**

The annual salary offered will be commensurate with experience, and include a full employee benefits package.

**How to Apply**

For additional information on this opportunity, please contact: xxx & xxx