

POSITION ANNOUNCEMENT: Senior Program Officer**Location: Boston, MA****Organizational Overview**

The Barr Foundation is a private family foundation committed to a vision of a vibrant, just, and sustainable world with hopeful futures for children. Its mission is to support gifted leaders and networked organizations working in Boston and beyond to enhance educational and economic opportunities, to achieve environmental sustainability, and to create rich cultural experiences - all with particular attention to children and families living in poverty. Over the past 18 months, the Foundation has been engaged in an intensive study of their strategies to impact K-12 education in the Boston Public School (BPS) system. For more information please visit <http://www.barrfoundation.org>.

Position Overview

The Barr Foundation is currently seeking a strategic leader to serve in the role of Senior Program Officer. Reporting to the Deputy Director and serving as a key member of the foundation's staff team, the Senior Program Officer will develop and implement the strategy for the foundation's K-12 educational investments in addition to managing the portfolio of these investments. The Boston Public Schools (BPS), which enroll nearly 80% of Boston's children, are the primary focus of The Barr Foundation's education investments. Responsible for cultivating and managing key civic and institutional relationships on behalf of the foundation, this is a fantastic opportunity for a driven and committed leader to play a key strategic role in impacting Boston's educational landscape.

Responsibilities include:

- In keeping with the vision of the Trustees and Executive Director, and in consultation with the Deputy Director develop a strategy and execution plan that outlines how the Barr Foundation will have impact in the local K-12 educational landscape. This will include periodically re-assessing and modifying the strategy, based on changed assumptions, new knowledge and information, changes in the external environment, or other factors.
- Serve as the internal thought leader on current trends, emerging issues, policy interventions, political landscape, key players, and best practices within the local educational landscape
- Develop and cultivate strong working relationships with grantees, outside advisors, experts in the field, public sector partners, and colleagues in philanthropy.
- Under guidance of the Deputy Director, develop an annual budget and work plan showing the activities and resources that will support the key initiatives of the strategy.
- Source and evaluate funding requests; develop funding recommendations to Foundation management and Trustees.
- Arrange for and report on formal evaluation of core grantees. Support the Evaluation Director in monitoring key initiatives and strategy for results.
- Prepare presentations on strategy and progress for presentation to the Trustees.
- Manage consultants or outside experts who are contracted by the Foundation to provide support for the program; mentor and contribute to the professional development of junior staff or trainees/fellows

- In consultation with the Deputy Director, seek opportunities for sharing knowledge with appropriate audiences to increase learning in the field and advance program goals.
- Assist the Deputy Director with trustee gifts or other giving as needed.

Qualifications

- A commitment to poverty and equity issues, demonstrated through on-the-ground experience developing and executing an initiative or program directed at social change or innovation.
- At least 7 years of leadership experience in building strong, positive, advisory relationships with external partners and collaborators; comfort and familiarity working through networks
- Demonstrated experience with reading and analyzing financial statements and assessing the health and viability of nonprofit organizations.
- Knowledge of culture, neighborhoods, institutions, and leadership of Boston is desired but not a requirement
- Results and performance-orientation; experience using both objective data and informed opinions to evaluate the impact of an organization's work.
- Familiarity with public policy and political processes, and an understanding of the role of the nonprofit and philanthropic communities in driving social change.
- Excellent written and oral communication skills with experience in using judgment to communicate within a variety of settings and with many diverse constituencies.
- Entrepreneurial spirit and drive, strong curiosity, and an ability to find creative solutions; an energetic, flexible, self-starter who is also a team player.
- Strong project, time, and budget management skills; must thrive working under deadlines and handle multiple tasks without sacrificing attention to detail.
- Bachelor's degree required. Graduate degree in a field relevant to management, policy or education is preferred

To Apply: Please upload a resume and thoughtful cover letter, addressed to Melinda Marble outlining how your skills and experience meet the qualifications of the position and stating how you heard about this opportunity, both in Word format, to <http://jobs.cgcareers.org/application.aspx?id=1739>. Applications will be reviewed on a rolling basis. No phone calls please.

*The Barr Foundation is an Equal Opportunity Employer
and makes a particular effort to recruit candidates from all backgrounds.*

About Commongood Careers: The Barr Foundation has partnered with Commongood Careers to conduct the search for a Senior Program Officer. Commongood Careers is a nonprofit search service that connects talented individuals to organizations that are dedicated to creating positive social change. Founded and staffed by nonprofit professionals, Commongood Careers offers personalized, engaged services to jobseekers and organizations throughout the hiring process, as well as access to a wealth of knowledge about nonprofit careers. [Learn more about nonprofit jobs at Commongood Careers.](#)