



DIRECTOR OF PROGRAMS

(ANYWHERE IN USA, ESPECIALLY THE NORTHWEST, SOUTHWEST, AND EAST COAST)

THE OPPORTUNITY

We envision a just world where Black, Indigenous, and Communities of Color experience safety, health, and abundant joy through meaningful relationships with one another and the outdoors. Justice Outside advances racial justice and equity in the outdoor and environmental movement. We shift resources to, build power with, and center the voices and leadership of Black, Indigenous, and People of Color.

Against a backdrop of increased urgency around dismantling systemic racism, the need for our movement is greater than ever. Our systems change approach includes grantmaking, anti-racism training, career pathway development, and capacity-building. We center the voices and leadership of Black, Indigenous, and People of Color, and work to ensure a future where the healing benefits of nature are equally accessible to all. The new Director of Programs will lead three of Justice Outside's key programs (Outdoor Educators Institute, Rising Leader Fellowship, Cultural Relevancy Series), which provide both established and aspiring outdoor professionals with the skills necessary to transform the environmental field to a more equitable and inclusive culture. The new Director will also, present at local and national conferences, and occasionally facilitate equity, inclusion, and cultural relevancy trainings. Reporting directly to the Chief Program Officer and working collaboratively across the Justice Outside team, the new director will manage at least two direct reports and coordinate, implement, and oversee all aspects of programs.

Are you passionate about racial justice and equity? Are you ready to manage a team that seeks to transform and sustain the outdoor and environmental movement to be more equitable and culturally relevant? If so, read on to see if this feels like the right role for you!

KEY RESPONSIBILITIES

Team Management & Coaching (50%)

- Hire, train, coach, and manage the program team to support program delivery: capacity, reviewing work product, coaching, and delivering performance feedback
- Mentor and motivate staff with ongoing, customized support via 1:1 check-ins and performance reviews
- Supervise facilitation consultants in order to assist in setting priorities and/or rearranging workloads as needed for efficient and effective resource management
- Develop and provide training and learning opportunities for program team members

Program Strategy & Development (25%)

- Lead the design and goal-setting of programs and events based on our strategic objectives
- Contribute expertise to strategic planning, staffing decisions, and budgetary responsibilities for programs
- Collaborate with cross-functional teammates to maximize program impact and outcomes of organizational strategic goals and objectives



- Participate in ongoing professional development that ensures the continued relevance of the organization's internal and external approach
- Partner with the Chief Program Officer to develop a programs team budget, including annual departmental revenue goals
- Lead and manage program budgets, revenue goals, and projections
- Manage to outcomes that link to our strategic implementation plan's goals and objectives
- Implement and facilitate continuous process improvement initiatives to increase quality, improve delivery, and create sustainable measurements of programs

Program Implementation (25%)

- Manage all program logistics and implementation of programs, including leading outreach, recruitment, and application plans
- Partner with the Development team to set and achieve fundraising goals
- Design and implement high-impact equity, inclusion, and cultural relevancy strategies by partnering with stakeholders to develop effective strategies, tactics and tools for advancing Equity and Inclusion goals
- Edit program information in grant reports
- Lead budget development, expense tracking, receivables, and analysis of cost accounting
- Create, implement, and analyze program evaluation results to improve program development and strategic planning, including partnering with multiple evaluation experts
- Serve as a subject matter resource to Justice Outside staff, board members, and alumx
- Build platforms to uplift the thought leadership of BIPOC communities, including alumx engagement

OUR IDEAL CANDIDATE

- 5+ years of experience managing programs focusing on racial justice, equity and inclusion, including
- 4+ years of experience managing and coaching staff and volunteers, including providing customized feedback and performance management
- Experience in and demonstrated commitment to advancing systems change in racial justice and social justice
- Demonstrated ability to build a sense of belonging and community internally and across teams
- Strong oral, written, and facilitation skills with the ability to create and hold a professional and brave space through difficult conversations, high emotions, and Social Justice themed curriculum
- Strong critical thinking and analytical skills; skilled in assessing and measuring program impact
- Budget management experience
- Experience communicating program goals and values to partners and stakeholders
- Demonstrated ability to work in a small, remote team environment
- Collaborative leadership style that prioritizes adaptability, listening, humility, and the importance of encouraging the norm that impactful ideas can and should come from any part of the team
- Mindfulness to work with a team from diverse cultural backgrounds and working styles
- Enthusiasm for joining and leading a growing team
- Project management experience a plus
- Social media expertise a plus
- Ability to adapt readily to multiple demands, constituencies, and handle a diversity of projects
- Ability to travel up to 20% of the time, including overnight and regional travel.



OUR TEAM: COMPENSATION & BENEFITS

We work hard and we love to learn. You will join a collaborative team of self-motivated leaders who value equity, cultural relevancy, and inclusion as building blocks for effective work to advance our urgent mission. We rely on creativity, flexibility, listening, critical thinking, and mindfulness to bring out the best in each other and our participants. As we pursue our vision of a world where all communities can experience the joy from meaningful outdoor opportunities, we meet individuals where they are.

Our generous benefits package includes paid vacation starting in Year One, paid health and dental premiums, a supportive team culture, and financial support for individual professional development opportunities. Candidates also have the opportunity to join an employer-sponsored retirement plan. The salary range is \$62,000-\$82,000.

This is a full-time, salaried position that can be based anywhere in the USA. Due to the Covid-19 Pandemic, we are currently working in a hybrid work environment that supports both remote and in-person. When working remotely, employees must maintain phone and internet services to be able to complete work as required.

ATTRACTING CANDIDATES OF ALL BACKGROUNDS

Justice Outside strongly encourages people from all backgrounds—especially people of color, veterans, LGBTQ+ community members, people impacted by the system of incarceration, and people with disabilities—to apply for open positions. Most importantly though, no matter your background, the person selected for this position must embrace, advocate for, and deeply value racial equity and inclusion. We welcome candidates from all locations within the US, especially the Northwest, Southwest, and East Coast regions of the country. We seek applicants who have a fierce commitment to racial and social justice to join our team as we expand our nationwide movement.

HOW TO APPLY

Interested candidates are invited to submit a cover letter and resume via email to: Kate Capossela, Recruiting Consultant, at kate.capossela@gmail.com with the SUBJECT: Director of Programs

Justice Outside is an Equal Opportunity Employer. Employment decisions are made without regard to race, color, religion, national or ethnic origin, sex, sexual orientation, gender identity or expression, age, disability, protected veteran status or other characteristics protected by law.