



## **Director, National Young Women's Initiatives**

### **POSITION SUMMARY:**

The Director, National Young Women's Initiatives oversees the National Philanthropic Collaborative of Young Women's Initiatives, which brings together philanthropic, community, and government partners with young women and girls of color from across localities to ensure they can lead, prosper economically, and live safe and healthy lives. This is a public-facing position with a high-degree of interaction with representatives from participating national sites in the Initiative, including funders, policymakers and other cross-sector partners. They will have primary responsibility for leading national strategy development efforts; coordinating action across sites in collaboration with partner CEOs, Program Officers, and national and local Young Women's Advisory Committees; and advancing fundraising efforts in advancement of the Initiative's mission.

### **RESPONSIBILITIES:**

- Lead overall strategy development for the initiative to deepen its short and long-term impact, including identifying and managing issues for further exploration, strategies and activities to be developed, and cross-sector partnerships to be engaged.
- Serve as main liaison for partner Foundations across nine existing sites, with plans to significantly scale sites in the upcoming three to five years.
- Advance strategies to identify, cultivate, solicit and steward foundations, corporate and individual donors for general and restricted support for the Initiative.
- Lead reporting efforts for current funders, including compilation and submission of written reports and supporting materials, as well as keeping funders engaged and updated throughout the funding relationship on the progress of the Initiative.
- Serve as lead liaison for National YWI with non-profit partner Girls for Gender Equity in their role as lead technical assistance partner in the implementation of National and local Young Women's Advisory Committees.

- Support coordination of the CEOs, Program Officers, and other representatives from each partner site to ensure alignment with national strategy, provide technical assistance toward implementation for each site, and ensure achievement of agreed upon standards and deliverables of the collective.
- Lead evaluation efforts for the initiative in partnership with external consultants and internal stakeholders.
- Lead communications and public education efforts for the Initiative to raise its overall visibility within private, governmental, nonprofit and philanthropic sectors.
- Work with staff from The New York Women's Foundation's Programs Department to ensure coordination between National YWI and NYC's local YWI efforts.
- Work with the Finance department at The New York Women's Foundation to ensure proper management of the initiative's budget and financial resources

### **PROFESSIONAL EXPERIENCE AND QUALIFICATIONS:**

- 5 - 7 years minimum experience in cross-sector partnerships, participatory grantmaking, and/or philanthropic collaborations advancing gender and racial equity.
- Strong experience in youth development strategies preferred, with a focus on priority issues established by National YWI.
- Bachelor's Degree and Master's degree preferred; alternate educational and professional experience considered.
- Experience managing or supporting institutional fundraising efforts preferred.
- Experience with funder collaboratives and philanthropic or nonprofit learning communities preferred.
- Commitment to the highest ethical standards.
- Excellent interpersonal and communications skills, able to show initiative and work independently.
- Excellent facilitation skills.
- Demonstrated superior writing and organizational skills.
- Superior Excel, Word and PowerPoint skills.
- Ability to thrive in an entrepreneurial environment and to work collaboratively.

Position Salary Range: \$115K - \$130K

### **HIRING POLICY:**

The New York Women's Foundation® is an equal opportunity employer. We consider applicants for all positions without regard to race, color, religion, creed, gender,

national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Diversity and inclusion are long-standing core values at The Foundation. We value differences among individuals including, but not limited to, ethnicity, age, gender, sexual orientation, gender identity, physical ability, national origin, religion, socioeconomic status, as well as beliefs and ways of thinking. We strive to create an inclusive work culture that ensures that all individuals are heard, respected, and supported to do their best work.

**TO APPLY:**

Please send cover letter, salary requirements and resume to:

[hr@nywf.org](mailto:hr@nywf.org)

**NO TELEPHONE CALLS PLEASE.**