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BuildingChanges.org

JOB ANNOUNCEMENT

Senior Program Manager

Building Changes seeks an experienced Senior Program Manager to manage and oversee grantmaking and capacity building portfolios. This position will provide project management, technical assistance, training, facilitation of group processes, and support relationships with the goal of improving services and supports for families and youth experiencing homelessness. Some local and statewide travel will be required. This position will be located at our office in Seattle, though we are currently working remotely due to COVID-19.

The Senior Program Manager will be involved in various Building Changes' projects within our housing crisis and health areas of work. The goal of this work area is to ensure that homeless and housing systems have adequate and sustainable resources/funding, and advance and adopt racially equitable and culturally responsive policies, practices, and prioritization processes to improve equitable access and experiences for children, youth, and families impacted by housing crises. Our work is statewide, and we currently have specific focus in Yakima, Clark, Thurston, and Spokane counties, and with some Indigenous Tribes. Individuals with experience and knowledge of these communities are strongly encouraged to apply.

About Building Changes

Vision

Communities thrive when people have safe and stable housing and can equitably access and use services.

Mission

Building Changes advances equitable responses to homelessness in Washington State, with a focus on children, youth, and families and the systems that serve them.

Racial Equity Statement

At Building Changes, we seek to hold ourselves accountable for addressing racism and discrimination. Black, Indigenous, and people of color disproportionately experience homelessness due to historical and systemic racism. We cannot address homelessness without addressing racism at its roots and the trauma it continues to perpetuate. We set universal goals to end homelessness and pursue targeted solutions to achieve these goals.

Our racial equity work does not stop there. We are committed to building an internal culture that challenges racism within our organization.

Values

Building Changes' work is grounded in these core values: Equity, People, Partnership, and Integrity.

For more information, visit BuildingChanges.org

Job responsibilities:

- Provide technical assistance and capacity building support to nonprofits, who are receiving funding from Building Changes and/or who are directly paying for this support, with the goal to improve their services and implement racial equity strategies and policies. This work may require travel to grantees and partners to be able to effectively provide support.
- Lead grant processes, including competitive Request for Proposal processes, to meet Building Changes' strategic objectives.
- Research and design service delivery models for implementation.
- Create training curriculum and implement trainings for homeless housing organizations, government partners, and other stakeholders, who are receiving funding from Building Changes and/or who are directly paying for this support, focused on ending homelessness.
- Develop and manage relationships with grant recipients, government, nonprofit organizations, and other partners.
- Monitor and track grant outcomes, including quantitative and qualitative data reports, and contract compliance.
- Work in partnership with Building Changes' Research and Evaluation, Policy/Advocacy, and Communications staff to collect, distill and share learnings on various topics, such as youth and family homelessness, racial equity/targeted universalism in homeless response, systems change and cross-sector work.
- Work with the same staff to generate products to disseminate learnings, including presentations, reports, fact sheets and training and consultation materials.
- Facilitate meetings and learning opportunities both internally and externally.
- Coordinate and lead teams as needed and to ensure successful completion of a project including project management and managing timelines and budgets.
- Other duties as assigned.

The successful candidate will have a combination of the following experience and skills:

- Knowledge and experience in homelessness, housing, health, employment, and/or education sectors desired.*
- Relationships and connection to communities of color and people with lived experience desired.
- Demonstrated experience implementing racially equitable strategies to address systemic and structural racism.
- Project management experience, including managing complex relationships and processes.
- Facilitation experience, including demonstrated skills in group process.
- Experience working with diverse populations; knowledge of and ability to train to different learning styles.
- Understanding of promising homeless housing and/or services practices for preventing and ending youth homelessness.
- Experience working across or at the intersection of different systems such as homelessness and education, housing, health care or employment.
- Understanding of diverse local, state, and federal funding mechanisms, planning processes and trends related to homeless and special needs housing and services.
- Strong verbal and written communication skills and ability to communicate effectively with varied audiences, verbally, in writing etc.

- Willingness to travel occasionally (including occasional overnight travel) throughout the state (up to 20 days per year) and nationally (up to 5 days a year).

**Note: In our effort to conduct an inclusive search for qualified candidates, this position does not require an advanced degree. Educational attainment will be considered along with other experience.*

Salary range for this position is \$60,000-\$72,500. Position reports to Building Changes' Program Director. We offer competitive pay, as well as excellent health, time off and retirement benefits. To apply for this position, please email a **cover letter and resume** to: jobs@buildingchanges.org – Subject: Senior Program Manager.

Building Changes is an Equal Opportunity Employer with a strong organizational commitment to building a diverse workforce.