

## Director Fair Chance Impact

### Description

About JFF Jobs for the Future (JFF) drives transformation of the U.S. education and workforce systems to achieve equitable economic advancement for all. Seeing that millions of people are unfairly shut out of quality jobs and the chance for a better life, our goal is to align education, workforce, and employment changemakers toward a shared North Star: In 10 years, 75 million people facing systemic barriers to advancement will work in quality jobs. To achieve that goal, we design solutions, scale best practices, influence policy and action, and invest in innovation. With a staff of more than 300 people across the country working remotely and in offices in Boston (headquarters), Washington, DC, and Oakland, California, we operate at the national, state, and local levels, forging deep partnerships with employers, investors, entrepreneurs, policymakers, and education and workforce development providers to break down barriers and reimagine what's possible. We're on a path of ongoing growth and expanding impact. We have an operating budget of \$105 million, and we're funded by dozens of leading government agencies, foundations, and corporations. Learn more about JFF and join us as we build a future that works for everyone.

DEIBW at JFF Diversity, equity, inclusion, belonging, and well-being (DEIBW) are core to JFF's North Star and mission. We employ and build diverse teams across race, ethnicity, sex, gender identity and expression, age, and lived experiences and are constantly working toward ensuring these differences are celebrated and included. We aim to cultivate a culture that centers the overall care, well-being, and success of the employee through flexible work hours, balanced workloads, professional development, and equitable career advancement opportunities. Learn more about what DEIBW looks like in practice at JFF. We seek to invest in and learn from those who represent the communities we serve, particularly individuals from populations who have been explicitly or implicitly excluded from the workforce. Knowing its importance to the success of our work and the engagement of our staff members, we aspire to attract and retain a diverse team and welcome people of all backgrounds to apply to our open roles. JFF is a fair chance employer and in alignment to our North Star, we strongly encourage all individuals to apply, including people of color and people with records. There is no degree or credential requirement for this position.

**About the Position** The Director, Fair Chance Impact is a newly created position within JFF and will be embedded within JFF's Field Implementation Team (FIT). The Field Implementation Team is a team within our Solutions Design & Delivery (SD&D) at JFF and is the largest team with more than 150 members who contribute to the design and execution of JFF's funded work across the Solutions Group, JFF Labs, Strategic Engagements, the Policy & Advocacy team, and other teams. The FIT is comprised of subject matter/domain experts, or developing experts, and generalists across a range of experience levels. The Director, Fair Chance Impact will report to a Director, FIT Cluster within FIT and will work closely with colleagues across their team, the Center for Justice and Economic Advancement (CJEA) team, including the Senior Director, Fair Chance Impact and others across JFF. The Director's primary role will be to lead projects alongside JFF's Center for Justice & Economic Advancement (CJEA). CJEA promotes economic mobility for people with records of arrest, conviction, and incarceration through a multipronged strategy to: expand talent development opportunities; equip employers to implement fair chance hiring practices; establish state and federal policies that normalize opportunity; and create and curate research. The Director will advance the CJEA agenda to cultivate a fair chance ecosystem by catalyzing and influencing employer action to generate a robust talent development pipeline through the implementation of fair chance hiring practices. Specifically, this Director will be responsible for developing strategies to engage and mobilize employers and

### Hiring organization

JFF

### Job Location

Boston, Massachusetts, United States

### Base Salary

\$ 60000 - \$ 125000

### Date posted

June 12, 2024

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cultivate employer networks that champion fair chance hiring. They will also equip employers to implement fair chance practices and build an inclusive workplace by the development and dissemination of resources, products and lines of services that are responsive to employer needs. While this role will initially provide project leadership to scale our employer and partner networks to promote fair chance hiring practices and other initiatives under CJEA, over time, this Director could be deployed across projects sponsored by different Practices and Centers at JFF; this would be based on JFF's evolving needs and your skill sets and interests. This is a great role for someone who feels comfortable directing multiple complex projects, is energized by building networks of employers who are passionate about building fair chance hiring practices and is eager to leverage their deep understanding and subject matter expertise in fair chance hiring, postsecondary education in prison and equitable pathways to economic mobility.

**What You'll Do**

- Develop, cultivate and manage employer partnerships and serve as a trusted advisor to partners
- Establish and nurture a network of employers committed to fair chance hiring;
- Build and maintain strong relationships with key stakeholders, including employers, education and training providers, corrections agencies, and advocacy groups
- Serve as a subject matter expert and trusted advisor to stakeholders;
- Drive technical assistance strategies, including the development of products, resources and recommendations to build the capacity of employer partners on the implementation of fair chance hiring and inclusive workplace practices
- Facilitate communities of practice;
- Develop peer learning opportunities and knowledge exchange among employer network members to foster a supportive community around fair chance hiring and impact
- Drive creative ideas and support the on-going development of an employer engagement strategy focused on new business development and identify priority industry sectors and/or geographic areas for engagement
- Generate and manage a strong employer prospect pipeline: identify, develop and secure employer partnerships with great long-term potential to convert to client, funders, and advocates for CJEA services and field change
- Establish and structure processes for internal and external stakeholders, including employer partners and CJEA team, to track progress and meet quarterly KPIs regarding identifying, cultivating and converting new employers to partners
- Ensure effective tracking of engagements through our CRM (Salesforce) across CJEA, in partnership with other JFF Centers and Practices that interact with and provide services for fair chance hiring employers
- Foster a culture of collaboration, inclusion and results through learning
- Develop relationships to foster teamwork and collaboration that expands JFF's capabilities around fair chance hiring practices and economic mobility
- Make strategic connections around fair chance hiring across the organization and build effective relationships with colleagues and teams and coach others to do the same
- Collaborate extensively cross organizationally with the Research Director and CJEA leadership to develop and implement strategies for market research around fair chance work
- Oversee the planning, implementation, and evaluation of fair chance hiring initiatives;
- Direct multiple projects and delegate work across various projects to support team priorities and JFF's mission
- Collaborate on employer research, analysis and contribute to CJEA's programmatic strategies
- Advance JFF's Fair Chance Impact priorities by representing the organization in external meetings, conferences, workshops, and public events
- Deliver presentations and participate in panel discussions to raise awareness and advocate for fair chance hiring practices
- Scope and define fair chance hiring market research, identifying key industry trends, analyzing competitive landscapes, and gathering data to inform strategic decisions and enhance the effectiveness of CJEA's initiatives
- Establish KPIs and report on data on employer engagement and change to better understand partnerships, network engagement and employer change impact
- Regularly report on key performance indicators, successes, and areas for improvement to internal and external stakeholders
- Review and enhance resources and materials to promote fair chance hiring practices with a strong focus on the retention and

promotion of people with records across all industries and sectors in the labor market. Develop mechanisms for information gathering and sharing across stakeholders to ensure CJEA programming is responsive to employer needs around implementation of fair chance hiring practices.

**Who You Are** The qualifications listed within the job description are intended as a guide and we do not expect candidates to bring all experiences and skills listed. Research supports that self-selecting out of potential professional opportunities is particularly common among individuals with identities that are marginalized in professional spaces. So, if you believe that you can meet the overall expectations of the position, we encourage you to apply so that we have an opportunity to learn more about you and the unique strengths you would bring to the work. You bring lived experience or deep understanding of systems that people with records must interact with to navigate career and economic mobility and/or have professional experience leading fair chance hiring initiatives, inclusive workforce practices, and organizational dynamics around hiring and onboarding people with records (New hires at the Director II level at JFF typically bring 12+ years of prior professional experience through a combination of full-time, part-time, internship, and/or freelance positions). You bring experience working with diverse stakeholders with a shared agenda/initiative (i.e., employers, community-based organizations, advocacy organizations) and understanding of federal and state policy issues related to economic mobility for people with records; You are collaborative and thrive on working directly with others in support of fair chance hiring and inclusive hiring practices. You have experience conducting, managing, or participating in research projects related to post-secondary education opportunities for people with records. You have exceptional organizational skills and a keen attention to detail, with the ability to direct and lead multiple complex projects simultaneously and delegate work across various projects to support team and organizational priorities. You are a dynamic facilitator who knows how to design and lead networks of employer partners; You are a skilled communicator and demonstrate the ability to present to a range of audiences with the ability to synthesize and communicate complex issues in clear and actionable ways. You model inclusive leadership, working effectively with diverse staff, and are a steward of organizational culture that embraces diversity, equity, and inclusion; You ensure that decisions, teams and processes respect individual differences and support diversity across teams. You value building positive and collaborative relationships with others, including people whose identities and backgrounds differ from your own. You demonstrate a growth mindset and a desire to continuously improve in your work and approach.

**You** possess high energy and passion for JFF's mission and the ability to apply JFF's core values to all areas of your work. You possess high energy and passion for JFF's mission and North Star, and the ability to apply JFF's core values to all areas of your work. You are energized by stewarding JFF's DEIBW values and practices within your day-to-day work, including embracing the differences and celebrating the diversity that each individual brings to JFF. You bring demonstrated experience working with employers on practices for hiring people with records. Lived experience is highly valued.

**What We Offer** At JFF, we're fueled by the desire to create a world where everyone has equal opportunity for economic advancement. Our team works hard to push the boundaries of what is possible, and in return, we provide a gratifying work experience, competitive salaries, and a comprehensive benefits program that includes flexibility and choice as core values in order to support people wherever they are in their lives and careers. JFF has offices in Boston, Oakland, and Washington, DC; employees are welcome to use JFF office space to work in-person or hybrid, or completely remote. To improve the employee experience and promote productivity while working remotely, JFF offers an annual home office stipend to all regular full-time and part-time employees. In addition, new employees receive office equipment as needed. The hiring range for this role is \$120,000 – \$150,000 annually, in alignment to JFF's Director II salary band.

and our compensation philosophy. Starting salaries for new hires will be determined based on a combination of the new hire's relevant experience and market demands. To Apply As part of your application, please include your resume and a thoughtful cover letter, addressed to Khalilah Olokunola, Senior Director, Fair Chance Impact, outlining how your skills and experience meet the qualifications of the position. We are accepting applications through Thursday, June 20th. Applications submitted by that date will be reviewed and candidates will receive updates on their candidacy by the week of June 24, 2024. At JFF, we're also committed to accessibility and want to ensure that everyone, including people with disabilities, can fully access and engage with our application and hiring process. If you are unable to complete this application due to a disability and/or have specific access/accommodation needs in order to fully participate in our hiring process, please contact us at [hiringaccommodations@jff.org](mailto:hiringaccommodations@jff.org). Positions at JFF are not eligible for employer-visa sponsorship or open to F-1 student visa holders. Please mention the word **\*\*AMAZING\*\*** and tag `RMTguMjM3LjIwNC4xMTE=` when applying to show you read the job post completely (`#RMTguMjM3LjIwNC4xMTE=`). This is a beta feature to avoid spam applicants. Companies can search these words to find applicants that read this and see they're human.

## Contacts

Job listing via RemoteOK.com