

**SENIOR DIRECTOR
POLICY & PROGRAMS**
Los Angeles, California



The Children's Partnership (TCP) is seeking a seasoned professional to provide professional leadership, set strategic direction, and oversee TCP's program work to meet organizational goals and advance our mission. Reporting directly to the President, the Senior Director of Policy and Programs will have overall strategic and operational responsibility, helping set, clarify, and fundraise for policy & program priority areas with the goal of increasing the impact of our work. Serving as a leader, strategist, and advocate, the Senior Director will bring an organization-wide perspective to policy & program activities, manage workflow, and troubleshoot issues as they arise. The ideal candidate will have a strong track record as a relationship-builder and communicator with experience leading diverse work teams, developing an organization-wide strategy for program excellence, engaging community partners, and partnering with executive leadership to chart TCP's future growth.

PRIMARY RESPONSIBILITIES

- Serve as a sounding board for and advisor to the President on strategy, program, policy, partner relationships, and organizational issues.
- Provide effective and inspiring leadership by being actively involved in and developing a broad knowledge of all program and policy areas, with detailed expertise on particular areas as identified and needed.
- Guide policy-related research & development efforts.
- Identify opportunities to leverage cross-program strengths.
- Develop thought leadership around specific topics & emerging practice areas.
- Provide periodic review, evaluation & modification of program and policy areas and activities.
- Oversee the management of the flow and volume of work & lead efforts to improve internal systems.
- Advance a development strategy, including cultivating funder relationships, to generate programmatic support for existing and new areas.
- Work with staff to write proposals, progress reports, and manage grants for identified projects.
- Serve as a key member of TCP's executive team.
- Serve as a mentor, coach, and sounding board to program & policy staff.
- Broaden, build, & manage key relationships with allies.
- Serve as an ambassador and represent TCP with the media and external constituency groups.

Full-time position. Reports to President.

Salary: Commensurate with experience. Excellent health, retirement & other benefits. Some travel required.

QUALIFICATIONS

- Knowledge of policy and issues related to children's health & welfare and information technology
- Energetic performer consistently cited for unbridled passion for work, positive disposition & upbeat attitude
- Highly adaptable, mobile, positive, resilient, patient risk-taker who is open to new ideas
- Superior management skills and the ability to influence and engage direct and indirect reports & peers
- Analytic and decisive decision-maker with the ability to prioritize and communicate key objectives and tactics necessary to achieve organizational goals
- Ability to develop high-performance teams & develop and implement program strategies
- Ability to achieve results while dealing with ambiguity and a rapid pace of change
- Strong understanding of government advocacy and managing legislative priorities & general knowledge of lobbying compliance as a 501(c)(3)
- Excellent professional writing, communication, and presentation skills
- Exceptional troubleshooting and problem-solving skills, resolving issues proactively and creatively

EDUCATION & EXPERIENCE

- Demonstrated experience and leadership in developing and implementing a comprehensive policy strategy to advance causes or policies
- Undergraduate & graduate degrees in a related field or equivalent combined education/experience
- At least seven (7) years in a related field in a management or leadership role
- Commitment to & experience with nonprofit organizations and public interest advocacy
- Experience writing and managing grants
- Experience working with & counseling senior management
- Experience managing expenses and/or full budgets

APPLICATION PROCESS

Email resume, cover letter summarizing interests & qualifications, and brief writing sample to search@childrenspartnership.org. State "Senior Director of Policy & Programs" in the subject line. No phone calls, please.

ABOUT THE CHILDREN'S PARTNERSHIP

Based in California and Washington, DC, The Children's Partnership improves the lives of underserved children where they live, learn, and play with breakthrough solutions at the intersection of research, policy, and community engagement.