

POSITION ANNOUNCEMENT

Program Officer

SUMMARY DESCRIPTION:

The Ford Foundation's Youth, Opportunity and Learning (YOL) thematic area seeks a thoughtful, curious and engaged Program Officer (PO) to help shape and drive the foundation's social justice work in the US and globally. Reporting to the Director of YOL in New York, the PO will help assess the YOL field in the US and globally, identify its key ecosystems and work with various actors (especially including Ford's regional field offices) to analyze challenges and opportunities, and play a leading role in shaping specific grant activities. The PO will be a connector of grantees; support learning to connect regional and global programming; and collaborate broadly within the YOL team and across other thematic areas. The PO will work with various stakeholders particularly through global platforms to leverage positive impact toward common goals in a manner that emphasizes voices and perspectives of young people.

BACKGROUND:

The overall goal of the YOL thematic area is to ensure that marginalized youth have full and equitable opportunities to thrive, participate, and lead meaningfully in their communities. To help young people maximize their potential, we need public policies and community investments that expand opportunities and provide social support to allow young people to thrive. We work to strengthen young people's paths from secondary to post-secondary education, and their transitions to quality employment and civic engagement. We also support efforts to challenge deep-rooted discriminatory, systemic and cultural barriers that disempower the most vulnerable young people. Simultaneously, we support efforts to connect youth with networks, mentors, and movements – in formal and informal learning settings – in which they can learn social change by doing social change. We focus on helping young people influence pressing issues of injustice and inequality in their own lives, and to do so in ways that build their skills and capacity for a lifetime of leadership. These goals will be pursued in collaboration with key partners and funder collaboratives.

RESPONSIBILITIES:

Core PO responsibilities span several areas including program leadership, strategy and management, communication and people management and development. They include but are not limited to:

- Working collaboratively with other team members to refine and implement program strategies to achieve significant and scalable impact toward team goals.
- Managing a grants portfolio, including annual grant planning, undertaking periodic reviews of progress with grantees, performing grantee site visits, reviewing financial and narrative reporting from grantees, and reviewing and approving grant status reports



- Collaborating with peers, directors, and officers of the foundation to promote learning, exchange and strategic partnership. Learn from and collaborate with key stakeholders inside and outside the Foundation.
- Developing and implementing grant-making approaches that support the use of strategic communications as part of the program strategy.
- Playing a leadership role on team, working toward and influencing team collaboration, team building and team effectiveness, modeling these skills for the team.

REQUIREMENTS AND CRITERIA FOR SUCCESS:

- MA/MS plus 8 years leading social justice strategies and/or subject-matter expertise in youth movements and leadership or BA/BS and equivalent experience
- Fluency in English
- Proven field experience and knowledge in building pathways to success for young people particularly around meaningful transitions to the world of work and supporting youth movements and leadership globally (especially in Africa and the Middle East)
- Demonstrated understanding of organizations and networks; possess systems-thinking ability
- Familiarity and experience working with social justice concepts and frameworks such as racial equity, economic justice, intersectionality, or structural bias.
- Exceptional leadership presence – internally and externally
- Exceptional communications skills – strong active listening skills, constructive verbal and written skills, strong public presentation skills
- Demonstrated ability to be a productive member of a community of people at work, respecting differences while working toward shared goals, comfort with periods of ambiguity, constructive participation in ongoing organizational development
- Demonstrate mature and sound judgement
- Ability to build consensus and develop strong relationships and partnerships with diverse individuals remotely and in-person
- Experience working and/or living in one of the Ford Foundation's regions, strongly preferred.
- Knowledge of multiple languages strongly preferred.

ALIGNMENT TO THE MISSION AND THE CULTURE OF THE FORD FOUNDATION:

- Commitment to the Foundation's mission and core values of equity, fairness and diversity
- Personal qualities of humility, capacity for self-reflection, and a sense of humor
- Discretion and ability to handle confidential issues
- Action-orientated and entrepreneurial self-starter who can work well independently and in teams

Location: New York, NY



Salary: is based on experience and on the Foundation's commitment to internal equity. A generous benefits package is provided.

To apply: Please visit <http://www.fordfoundation.org/careers>

Equal employment opportunity and having a diverse staff are fundamental principles at The Ford Foundation, where employment and promotional opportunities are based upon individual capabilities and qualifications without regard to race, color, religion, gender, pregnancy, sexual orientation preference, age, national origin, marital status, citizenship, disability, veteran status or any other protected characteristic as established under law.

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