



Director of Program Design and Effectiveness Grantmakers for Education

Grantmakers for Education (GFE) is seeking a Director of Program Design and Effectiveness professional with experience in education and the nonprofit sector to fill a pivotal role in a virtual office environment.

About Grantmakers for Education

Grantmakers for Education is the nation's largest membership association for education philanthropies. Our members make up a diverse network of almost 300 public, private and community foundations and others that provide support to public education.

Mission: Grantmakers for Education exists to improve outcomes for all learners by serving as a trusted partner for all education philanthropists as they adapt to the changes impacting our world. To accomplish this, Grantmakers for Education's purpose is two-fold:

1. To provide members with an informal and balanced environment for collaborating, discussing and acting on important issues in public education.
2. To help members identify and prepare for what's next. With our finger on the pulse of our diverse network and eye on the broader horizon, we keep members informed of relevant and pressing issues, and equip members with the tools and knowledge required to shape the future.

Grantmakers for Education is an equal opportunity employer.

Job Description

Working closely with the Executive Director, the Director of Program Strategy and Effectiveness will ensure all GFE members are well-served by a robust, diverse, ongoing set of program offerings. The successful candidate will collaborate with the Senior Manager of Programs and Events and manage a small team to create, offer, and evaluate the success of all GFE programming. The role is one of only three director-level positions in the organization. It requires both the ability to think as a strategic leader and be hands-on in program execution. The successful candidate will blend an understanding of philanthropy, trends in the field of education, and principles of adult learning into a program agenda that builds knowledge, connections, and opportunities for collective action among members.

Key responsibilities include:

- Lead the development of programming ideas and content that align with GFE's mission and vision.
- Refine and oversee current GFE programs, including Impact Groups and other learning opportunities, to maximize effectiveness.

- Build relationships with members to understand the value proposition of GFE through their eyes.
 - Construct and facilitate some of the group learning experiences offered by GFE.
 - Move programming ideas to execution with the support of a small team.
- Responsibilities include:
- Consulting members to ensure program design meets member needs;
 - Collaborating with the Senior Manager of Events to determine the ideal structure for programs, including length, format, location and staffing;
 - Collaborating with the Senior Manager of Programs and Events to build project plans and clearly articulating responsibilities and timelines to team members;
 - Conducting outreach to prospective speakers and support providers to secure and define their participation;
 - Guide the development of effective marketing materials;
 - Be a hands-on leader during programs, connecting participants to each other and to their collective purpose, ultimately ensuring member satisfaction.
- Build an array of offerings that meet diverse member needs, inclusive of: a. the birth through postsecondary spectrum; b. both in-person and virtual experiences; c. both low-touch and deep learning opportunities.
 - Serve as a “talent scout”, building an ever-growing network of leaders, philanthropists, and innovators to connect with the GFE membership.
 - Coordinate across functions within the organization, such as finance and communications, to ensure the proper infrastructure for program success.
 - Develop and implement mechanisms for evaluating program effectiveness.

The successful candidate will:

- Be deeply committed to racial justice and equitable outcomes for all learners.
- Understand the major issues and key leaders in the fields of education and philanthropy.
- Have strong project management skills and attention to detail.
- Have knowledge of adult learning and a demonstrated ability to construct high quality learning experiences.
- Ask good questions and model curiosity about trends that affect our members.
- Embrace an entrepreneurial culture and the opportunity to try new strategies and build new partnerships.
- Thrive in a virtual environment as part of a small, close-knit team.
- Have excellent interpersonal skills and a customer-service mindset.
- Willingness and ability to travel approximately 20% time.
- Experience in philanthropy is strongly preferred. Experience in education and the nonprofit sector is necessary.

Compensation

Grantmakers for Education offers competitive compensation, an excellent benefits package (including fully paid health insurance and a generous employer retirement contribution), and a collegial, casual and flexible work environment.

Apply

To apply, please submit an updated resume and a detailed cover letter addressing why you are interested in the mission of Grantmakers for Education and the Director of Program Design and Effectiveness role specifically to jobs@edfunders.org. Applications are reviewed on a rolling basis and the role will be open until filled.

Grantmakers for Education offers a culture of committed team members working toward a common cause, competitive salary and benefits options, and generous vacation policies. The organization is virtual with staff members in locations across the country.

For more information about our work and results, please visit <https://edfunders.org/>.