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Job Opening: Program Director

About Grantmakers for Education

Grantmakers for Education (EdFunders) is the nation's largest community of education funders. EdFunders is a nonprofit, philanthropy infrastructure organization for grantmakers that support the education continuum from birth and over the course of a lifetime. We are the largest membership organization in education philanthropy and a network of strong and diverse philanthropic organizations from across the country.

EdFunders has set its sights on a bright vision for all learners to blossom and prosper in their classrooms and communities, in education spaces and systems that facilitate deep and broad opportunities for achievement, mobility, fulfillment and human flourishing. We believe systemic inequities and injustices in education are a reflection of inequities in the larger society. So, while maintaining a direct focus on education issues, we also connect across broader ecosystems that shape learners' lives. EdFunders is a hub for new connections and ideas, a compass to help members navigate their work, a spur for collective action and a champion for positive change in education.

EdFunders offers a culture of committed team members working towards a common cause, competitive wage and benefit options, and generous vacation policies. Our workplace is virtual with staff members residing in regions across the U.S. and we function as a tightly coordinated staff. It is an exciting and inspiring time to join our team and to help organize the field of education philanthropy.

For more information about Grantmakers for Education, visit www.edfunders.org.

About the Opportunity

Working closely with the executive director and external affairs director, the program director will ensure that all EdFunders members are well-served by a set of relevant and diverse program offerings that both deepen their understanding on salient issues in education and philanthropy as well as expand their relationships and networks to enhance their engagement, influence, and impact in the field. The program director will:

- Develop an array of focused offerings that advance the organization's strategic priorities and meet diverse member interests and needs, inclusive of the full learning



spectrum, from birth and through the lifetime, both in-person and virtual experiences, and both low-touch and deeper learning opportunities. Programming formats includes in-person meetings, affinity group and learning communities, site visits, study tours and webinars.

- Build relationships with members to understand their own and the field's needs and interests, as well as with leading scholars, practitioners, policymakers and other grantmakers who may provide insights, tools and other resources to our membership.
- Research and write about education for grantmaking and other philanthropic audiences.
- Represent EdFunders externally by effectively communicating about the organization, presenting the influence and impact of our members, giving presentations, and collaborating with grantmaking and other organizations on critical issues in education and philanthropy.
- Design and support programming associated with EdFunders' annual conference.
- Coordinate across functions within the organization to coordinate and calibrate programming with member engagement, and to ensure the proper infrastructure and resources for program success.
- Supervise the logistical planning associated with hosting EdFunders programs.
- Recruit, select and supervise program consultants and contractors.

Candidate Profile

The role requires the ability to be an organization leader as well as be hands-on in program execution. The successful candidate will blend their experience in philanthropy, subject matter expertise in education, and demonstrated ability to construct high-quality adult learning experience to design and deliver a dynamic program agenda.

The successful candidate will have many, though perhaps not all, of the following competencies, skills and characteristics:

- Be passionate about equity and justice in education and philanthropy, and share the organization's commitment to an equitable and inclusive workplace, including but not limited to racial equity, accessibility for individuals with disabilities, use of gender inclusive language and cultural sensitivity.
- Understand the major issues in education policy and practice in the U.S.
- Be networked in the field of education and philanthropy, preferably having prior experience as a funder or in a grantmaking organization.
- Be deeply committed to education equity and justice, in particular for those who have been most marginalized in their classrooms and communities.
- Be knowledgeable about education in the Southern region of the U.S.
- Have strong project management skills and be attentive to detail.
- Model curiosity about trends that affect our members.



- Thrive in a virtual environment as part of a close-knit team.
- Be an excellent communicator, both verbally and in writing.
- Be a natural connector and facilitator.
- Willingness and ability to travel approximately 20% time.
- Possess a bachelor's degree (required) and graduate credential (preferred).

Compensation and benefits

The salary range for this position is \$80,000-95,000, based on experience. Compensation also includes a comprehensive benefits package that includes 100% employer coverage for individual health insurance, generous and flexible paid vacation, personal and sick leave and eligibility to participate in our retirement plan.

How to apply

Candidates should email a cover letter and resume to jobs@edfunders.org. The position is open until filled.

Grantmakers for Education is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, LGBTQ+ and other underrepresented applicants. Our organization acknowledges that not everyone experiences the same barriers to success in the workplace, and we are committed to supporting the advancement of people of color in the workplace.