

I AM WHY. YOUNG WOMEN LEAD THE WAY TO JUSTICE

Who we are

I Am Why is a national organization that aims to increase the individual and collective power of young women and gender expansive activists, and catalyze a power shift whereby young activists share power with allies and systems to create policies, practices and programs that center self-determination and justice.

Since our founding in 2017, *I Am Why's* activities and strategies have aligned to achieve two broad goals:

1. Building and implementing a model that **expands the power and policy reach** of young women and gender expansive activists, and
2. **Influencing policy and practice** to center self-determination and justice and align with the vision of young activist consultants.

We are excited to announce that *I Am Why* will be hiring two **co-executive directors** to help our team further develop *I Am Why's* model of shared power in organizational structure, enhance communications and strategy, and lead our fundraising and growth. Our co-executive directors will also provide general oversight and direction for the organization. The positions are remote and full-time and may be filled intergenerationally, consistent with *I Am Why's* intergenerational leadership model.

Who we are looking for

You are a leader who believes deeply in the mission of *I Am Why*. You are committed to social, racial, gender and youth justice. You have experience with the communities and issues we work in and with, professionally and/or personally, and have deep knowledge in the fields of social, racial, gender and youth justice. You are able to approach this work with dedication, determination and vision while understanding this work also requires authenticity, flexibility and humility. You are honest and understanding, compassionate and consistent.

Shared responsibilities for co-executive directors

There should be an equal balance of these qualities between both executive directors.

- Strategic Planning & Evaluation
 - Understand and embrace the current *I Am Why* theory of change, strategy and organizational model, and ensure all activities are in line with this framework.
 - Co-lead monthly meetings with the planning team, ensuring work aligns with the theory of change and strategy.
 - Develop a process of evaluation to analyze progress and apply learnings to future work.
 - Facilitate connections among *I Am Why's* teams so that all work is coordinated to strategically and efficiently achieve organizational goals, and to ensure cross-team support and common purpose.

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- Manage and support the *I Am Why* board of directors and officers by stewarding communication, preparing for meetings (3x/year) and tracking follow-up and execution.
- Fundraising
 - Maintain and nurture relationships with existing funders, and oversee completion of all grant obligations and reports.
 - Cultivate relationships with new funders, thinking expansively about potential partnerships.
 - Build and diversify *I Am Why's* funding.
- Team Building
 - Model the *I Am Why* accords, developed by *I Am Why* consultants in January 2022.
 - Continue clarifying and strengthening *I Am Why's* team-based organizational structure with the guidance and direction of consultants, board and president.
 - Support *I Am Why's* team leads through opportunities for professional development and mentorship.
 - Prioritize the use of proactive restorative practices among consultants, and use restorative practices to resolve any conflicts.
- Program & Partnership Development
 - Represent *I Am Why* externally by seeking opportunities to promote the mission, vision and work.
 - Guide and oversee program and project development, ensuring all activities are in line with the theory of change and support *I Am Why's* mission.
 - Foster new fee-for-service partnerships with organizations allied with *I Am Why's* mission and theory of change.
 - Collaborate on team work with the program associate and consultants, knowing when to step back to let others lead.
- Operations & General Management
 - Collaborate with the program associate on programmatic, operational and administrative work, including vendor relations (website, design, film, printing).
 - Utilize current systems in place for project management, time tracking and payment, and work sharing: Gusto, Harvest, Basecamp, Zoom and Google Workplace.
 - Oversee communication and follow through with *I Am Why's* lawyer, accountant, bookkeeper, bank and insurance representatives.
 - Oversee the work of all consultants, ensuring fidelity to *I Am Why's* mission; integrity and professionalism in representing *I Am Why* externally and in internal meetings; engagement in *I Am Why's* team structure; and responsible and timely completion of all tasks.
- Finance
 - Help create a budget committee and lead the committee on a monthly basis and help advise on allocations and adjustments.
 - Work closely with *I Am Why's* bookkeeper to maintain checks and balances.
 - Act as liaison between consultants and bookkeeper.
 - Make payment approvals.
 - Prepare budget reports for funders.
- Human Resources
 - Help to develop *I Am Why* human resources policies and procedures.

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- Lead the performance review process.
- Execute consultant contracts; maintain consultant files.
- Work within Gusto to administer salary and benefits for full-time staff (currently one).

I Am Why is committed to elevating young leaders who demonstrate particular promise and will be seeking complementary skill sets across our two co-executive directors.

Qualifications

- At least five years of experience in a non-profit organization. Leadership experience and executive leadership experience are a plus.
- At least five years working in a nonprofit organization engaged in young adult development and mentoring.
- Experience working with young people with lived experience in the youth legal, child welfare and/or behavioral health systems.
- Demonstrated ability to lead in co-equal partnership.
- Experience managing complex projects with multiple team members. Experience doing so in a remote work environment is a plus.
- Experience with external relations and communications.
- Experience supervising staff and independent contractors (consultants).
- Experience cultivating funders and success in raising money to support organizational operations.
- Experience creating and managing budgets.

Compensation

Compensation package is competitive and flexible depending on experience.

To Apply

[Submit your application here](#) Positions will be open until filled.

We are hoping to fill the positions in June. If you have questions, please contact adelman.lauren@gmail.com.

I Am Why is an equal opportunity employer and prioritizes anti-racism and equity in its hiring. *I Am Why* strongly encourages applicants of color and applicants with lived experience in the youth legal, child welfare and/or behavioral health systems.