
JOB DESCRIPTION

Title: Director of Strategic Initiatives

About Get IN Chicago

Get IN Chicago provides counsel to funder and community-based organizations working to reduce youth violence and address the underlying, systemic issues that lead to it. Get IN Chicago also studies and funds antiviolence initiatives focused on acutely high-risk youth, those who are at heightened risk for becoming perpetrators of violence. Get IN Chicago is led by business leaders who have pledged support to identify the most promising practices to improve the lives and safety of Chicago's youth. To do this, Get IN Chicago partners with community-based organizations, public agencies and corporate funders to inspire creative solutions and collaboration, involve multiple stakeholders, and invest in innovative and effective strategies.

Position Overview

We seek a Director of Strategic Engagement to join us in our mission to provide better life outcomes for youth living in communities hardest hit by poverty and violence. The ideal candidate is a highly motivated and experienced strategic thinker with effective, diplomatic and proactive leadership skills. This role requires ability to demonstrate collaboration, thought leadership, and strategic planning in a fast-paced, highly interactive environment.

This position offers the intellectual challenge and project variety often associated with consulting work, along with the opportunity to drive the implementation and see the results of your work. The Director of Strategic Engagement is responsible for deepening stakeholder relationships and ensuring that GIC is a leading thought partner in the violence prevention and philanthropy space. Reporting to the Executive Director, this individual will also be central to a wide range of analytical activities, including designing and executing solutions that help the team make the best possible decisions on the highest value issues.

Responsibilities:

I. Stakeholder Engagement and Alignment

- Strategically identify, build, establish and maintain relationships with funders, civic stakeholders, public systems, community groups, and corporate leaders
- Develop and maintain MOUs with government, community, and philanthropic institutions to support ongoing projects
- Increase collaboration by serving as a reliable, trusted and informed partner for all stakeholders.
- Work with grantees and other partners to identify challenges that preclude the successful implementation of programs or initiatives –provide technical assistance as necessary
- Work with program team to develop responsive strategies to address challenges that impede the successful implementation of programs or initiatives

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- Oversee place-based initiatives, facilitate community-based partners connections to resources which support effective place-based practices and benefit targeted youth populations
 - Serve as primary liaison for Get IN Chicago community coordinators, ensuring alignment with Get IN Chicago mission and goals
 - Schedule regular interactions to foster relationships and partnerships, attend important events in the community to promote and explain GIC programs, goals, and benefits.
 - Collaborate with external consultants
 - Identify community relations issues and problems that have an adverse effect on GIC programs and work with E.D. and communications team to address

II. Operations Oversight

- Strategic oversight of operations, ensure alignment and timelines, facilitate objective setting, support the overall impact strategy
- Track prioritization of key projects and management of critical issues to ensure attention and focus of the team
- Set and maintain high standards of quality, accuracy, and relevance
- Facilitate development of strategic plans
- Take initiative to understand complexity of significant initiatives and advise E.D. with recommendations that lead to action and results
- Communicate effectively and persuasively with board members utilizing data supported analysis to influence decisions
- Contribute to a team-oriented work climate that enables professional development and encourages creative solutions and strategies
- Manage Special Projects and initiatives as necessary

Experience

Requirements

- Bachelor's degree in related field required, advanced degree preferred
- 10+ years of experience in managing large or complex projects, program design, stakeholder and community engagement, data use
- Demonstrated strategic planning, organization, and coordination skills
- Excellent public speaking, written and verbal communication skills
- Excellent interpersonal skills with the ability to “read” people and connect with various audiences.
- Exercise sound judgment and exhibit creative problem-solving
- Ability to work effectively with a diverse population of staff, board members, and constituents and the ability to work independently to resolve issues quickly and effectively
- Ability to manage multiple projects in an efficient and time-sensitive manner
- Ability to manage multiple priorities and quickly adapt to changing priorities

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- Proven ability to develop long-term relationships with organizations and community leaders and influencers
 - Trustworthy with the ability to handle confidential matters and sensitive information or situations with discretion.
 - Flexibility to adjust hours and work as needed to attend evening and weekend events and meetings
 - Knowledge and familiarity with Chicago's diverse communities. Ability to travel to selected communities and events as needed.
 - Microsoft Office Suite including Excel, Word, Outlook and strong PowerPoint skills with demonstrated experience crafting presentations and communicating messages effectively with charts and graphs to represent analytical results
 - Previous experience working with at-risk youth beneficial but not required
 - Comfort with ambiguity
 - Sense of humor
 - Clear evidence of strong analytical and logical thinking skills

About The Chicago Community Trust

Get IN Chicago is affiliated with the Chicago Community Trust. The Chicago Community Trust is a community foundation dedicated to improving our region through strategic grant making, civic engagement, and inspiring philanthropy. The Trust is here to serve the non-profit organizations, the generous donors, and the thoughtful residents who strive to make a difference, helping their bold vision create lasting community change. The Trust works with a number of partnerships and initiatives to accomplish this work.

As businesses, local governments, and organizations strive to solve pressing challenges, the Trust brings these key actors together. Working together, the Trust leverages collective knowledge, creativity and resources for a greater impact than any of us can make alone.