Reproductive Justice Collective
Executive Director Position Description

The mission of the Reproductive Justice Collective (RJC) is to increase engagement and leadership among women and girls of color to transform systems and policies in ways that remove barriers to good health outcomes. Our overall goal is for women and girls of color to hold leadership positions that allow them to fully participate in analysis and decisions related to reproductive justice. In brief, Reproductive Justice is defined as the right to have a child, to not have a child and to parent the children we have. Reproductive health + reproductive rights + social justice = Reproductive Justice.

Reproductive Justice asserts that an effective movement requires a base and leadership that reflects the diversity of our communities; and that the leadership and expertise of those most impacted by injustice is essential to winning social change that benefits those with the greatest need. RJC increases the engagement of women and girls of color in the democratic process through our campaign work and our integrated voter engagement program, which blends community organizing and voter engagement in an ongoing and sustained way to boost the power and scale of our organizing for systems change.

Reporting to the Board of Directors, the Executive Director (ED) will have overall strategic and operational responsibility for the Reproductive Justice Collective, including execution of the mission, staff and program management, fundraising, relationship development, and strategic expansion planning. The Director will initially develop deep knowledge of field, core programs, partnerships, development, operations, and programmatic work plans.

Responsibilities

Leadership and Management:
- Ensure programmatic excellence, evaluation, finance and administration, staff management, fundraising, communications, and systems; timelines and resources needed to achieve the strategic goals.
- Actively engage volunteers, partnering organizations, and funding partners.
- Report to and provide information to the Board of Directors, support board involvement regarding strategic direction for the city of Milwaukee and Milwaukee County, as well as statewide work.
- Lead, coach, develop, and retain Reproductive Justice Collective staff.
- Serve a primary spokesperson for the Reproductive Justice Collective.
- Actively participate in strategic coalitions and partnerships to advance the RJC mission.

Fundraising and Communications:
- Expand local revenue generating and fundraising activities to support existing program operations.
- Further all aspects of communications—from web presence to external relations with the goal of maintaining a stronger brand.
- Use external presence and relationships to garner new fundraising opportunities.
- Develop strong relationships and diversify support with both individual donors and the foundation community.

Planning:
- Ensure the strategic planning process for the programmatic and operational work.
- Develop and execute plan to build partnerships with new stakeholders.
Qualifications:

The Executive Director will be thoroughly committed to the Reproductive Justice Collective’s mission. All candidates should have proven leadership, coaching, fundraising, relationship and fiscal management experience. Concrete demonstrable experience and other qualifications include:

Bachelor’s degree, with at least 5 years of senior management experience. Excellent in organizational management with the ability to coach staff and volunteers, manage, and develop high-performance teams, set and achieve strategic objectives, and manage a budget.

- Unwavering commitment to quality programs and data-driven program evaluation.
- Ability to communicate the wide array of issues that affect women’s reproductive lives and a commitment to working across issue silos to change the policies impact the lives of women and girls of color in Wisconsin.
- Past success working with a Board of Directors with an ability to cultivate existing board member relationships and expand and diversify the board.
- Strong marketing, public relations, and fundraising experience with the ability to engage a wide range of stakeholders and cultures.
- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent interpersonal and multidisciplinary project skills.
- Strong multi-cultural/bi-cultural skills. Bi-lingual skills a plus.
- Action-oriented, adaptable, and innovative approach to community and electoral organizing including canvassing and phone bank management.
- Ability to work effectively in collaboration with diverse groups of people.
- Passion, reflective practitioner, integrity, positive attitude, mission-driven, and self-directed.

To apply, please send a cover letter detailing your accomplishments, in each of the three major areas: Leadership and Management, Fundraising and Communications and Planning, along with your resume to:

Brenda Coley, RJ Collective Board Chair, at info@rjcollective.org. For questions, please email Brenda Coley. The deadline to submit your cover letter and resume is Tuesday, March 24, 2015.