



***Note to potential applicants:*** This position description has been revised and reimagined since WVE's previous posting for a Denver-based Director of Programs. **Qualified candidates from anywhere in the US are encouraged to apply.**

**Women's Voices for the Earth (WVE)** is seeking an **experienced organizer, campaigner and intersectional movement builder** to serve as our **Director of Programs**. This position will lead the organization's program team in meeting the goals outlined in our strategic plan, including the design and implementation of programming that expands the organization's reach to communities and constituencies most impacted by toxic chemical exposure. This position reports to the Interim Co-Executive Director<sup>1</sup> and is part of the Senior Leadership Team. **This is a fully remote position requiring occasional travel within the US.**

### **Mission & Vision**

WVE drives action towards a future free from the impacts of toxic chemicals rooted in gender justice alongside those historically and presently ignored by the environmental health movement by leveraging an intersectional solidarity approach based on our expertise in research, advocacy and organizing.

WVE envisions a world free from the impacts of toxic chemicals, one where our planet and communities are thriving, one where our gender, race, sexuality, zip code, income level or job does not determine our health outcomes. We envision WVE as a community that is accessible, intersectional and empowering for LGBTQIA+ people, young people, Black people, Indigenous people, Latin@ people, Asian, Asian American, and Pacific Islander people, refugees, immigrants, people with disabilities, and working class people. We honor and recognize the intersectionality of these identities. We strive to put solidarity into action as we build this community.

**Salary range:** \$69,000 - \$85,000, based on a four-day (32 hour) workweek  
*WVE's philosophy is to pay competitive salaries and benefits for a national organization in the field of environmental health. Knowing that the nonprofit sector often underpays and overworks its people leading to burnout and departure from the sector, WVE strives to provide salaries and benefits that support the health and well-being of our valued employees. Our commitment is to invest in all staff regardless of title.*

### **Duties:**

- Lead programmatic strategy and direction in alignment with WVE mission, vision, and values
- Lead a reboot of WVE's policy & corporate campaign work; oversee campaign design and execution
- Work closely with organizational leadership to develop the overall strategic organizing direction for the organization

<sup>1</sup> As WVE reviews and finalizes its long-term organizational structure, this position will be supervised by either the Co-Executive Director or Deputy Director of the organization.

- Program staff management, support, & development; direct supervision of the Organizing & Network Manager and any future organizers
- Collaborate with WVE leadership and staff on movement building strategies and building cross-movement organizational partnerships; Expand our ability to effectively partner with a wide range of people and organizations and represent WVE in coalition spaces
- Contribute to the organization's growth plan, annual and long-term planning, performance management, culture, and key strategic decisions
- Provide strategic guidance and oversight to the development and implementation of replicable and scalable organizing models in the Denver area. Support relationship-building, outreach, & network and issue-mapping for our Denver community hub.
- Lead evaluation of programmatic work and development of evaluation systems
- Support the Program and Communications teams to adapt current and past scientific and policy work in service of making WVE's work more accessible and impactful and to refine external communications strategies
- Create and/or revise educational and training curricula and materials
- Develop and manage systems to support national leaders, grassroots leaders and members on organizing and campaign skills, story collection, leadership development, list building, and coalition building; Foster and maintain strong, ongoing relationships with national and state grassroots and grass tops leaders
- Support institutional fundraising including: developing and identifying new streams of funding, assisting in proposal writing, tracking quantitative and qualitative metrics for grant reports, and other fundraising support, as assigned
- Manage the organization's Program budget, support the annual budgeting process and provide quarterly estimates of expenses
- Member contact management through EveryAction CRM
- Project management for multiple streams of work
- Event management, in-person and virtual

#### **A Note on Qualifications to Applicants:**

Part of our commitment to justice, equity, diversity, and inclusion is recognizing that the best candidates may not meet every qualification in a job description due to structural inequities and intersecting forms of oppression. **We strongly encourage candidates with less traditional backgrounds to apply, especially people directly impacted by toxic chemical exposure, BIPOC, trans, and non-binary folks, even if you do not fit the description perfectly.**

#### **Requirements**

##### **Core Skills and Qualifications**

- A commitment to [WVE's Mission, Vision, and Values](#)
- 8+ years experience organizing and/or campaigning for social change, including at least 3-5 years in a leadership role
- Experience in at least one of the following: Environmental Health/Justice, Reproductive Health/Justice, Gender Justice
- Experience with staff supervision and professional development; Skilled, strategic, and relationship-oriented people manager
- Experience building systems and managing multiple streams of work at a high level

- Expertise in at least four of the following areas: State and/or Federal Policy, Corporate Accountability, Coalition Building, Systems Change, Movement Building, Community-led Research-based advocacy, and/or Leadership Development
- Proven commitment to anti-oppression work, gender justice, and leading in multiracial spaces: experience in working across race and gender, have a strong anti-oppression/power analysis that is rooted in lived experience, and enthusiastic to continue their learning and practice around anti-oppression, liberation, and Justice, Equity, Diversity, and Inclusion (JEDI) work. Must be enthusiastic about working in an environment led by gender-expansive people of color

### **Additional Skills & Qualifications**

- Experience in at least one of the following movements: Climate Justice, Racial Justice, Workers' Health & Safety, Disability Justice, or Youth Organizing
- Successful track record working on campaigns and/or developing an issue and/or policy-based campaign start to finish, managing field drives, recruiting and managing canvassers
- Community-based and/or Participatory Action Research
- Experience training and/or facilitating inclusive participatory group processes across different identities and communities
- Experience developing and adapting educational training materials for multiple audiences
- Experience using databases/CRMs like EveryAction
- Experience creating communications content related to campaigns: blogs, website copy, social media content, podcast, media relations, etc.
- Multi-lingual, especially Spanish speakers.

### **Competencies & Assets**

- High appetite for leading & collaborating through change and emergence
- Excited about starting projects from the ground up
- Energized by building & maintaining relationships across many communities and identities
- Highly collaborative, empathetic and compassionate
- Active listener and clear communicator who celebrates team successes and can take lessons from failures and apply them to future work
- Able to hold the complexities of centering community needs and the organizational mission
- A strong anti-oppression and power analysis that is rooted in lived experience

### **Application Info:**

If the role of Director of Programs feels like the right fit for you, please complete [this application form](#), including **submitting a resume, cover letter, and 3 references combined into a single document** . *Optional:* You may also submit materials related to previous organizing or campaign work to support your application.

We will begin reviewing resumes on a rolling basis and begin interviews in the second half of May. The interview process will include a practical assignment based on the duties of this position. Candidates asked to complete this phase will be compensated for their time.

### **Benefits:**

WVE offers a competitive salary and benefits package that includes:

- 32-hour work week (Fridays off, with Flex policy when weekend work is needed)
- 100% employer paid health, dental, and vision insurance for full-time employees
- Monthly home office and phone stipend
- Retirement match up to 3%
- Generous paid leave including 6 weeks of full office closure each year
- Professional growth stipend
- Access to the National Employee Assistance Program that provides short-term counseling services to employees and their families, in addition to wellness programs, legal services, and more
- 3 month paid sabbatical after 5 years of employment
- A flexible, responsive work environment that centers transparency, trust-building, and accountability

At Women's Voices for the Earth, we believe that a workplace that centers justice, equity, diversity and inclusion makes our work more impactful and innovative. We encourage people from all backgrounds, ages, abilities, and experiences to apply. We are an equal opportunity employer. We do not discriminate on the basis of race, color, ancestry, religion, national origin, sexual orientation, age, citizenship, marital or family status, disability, gender, gender identity or expression, pregnancy or caregiver status, veteran status, or any other legally protected status. We will ensure that individuals with disabilities are provided reasonable accommodations to participate in the job application and interview process, to perform essential job functions, and to receive other benefits and privileges of employment.