



Alliance For Greater Works
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WELL-BEING IN RURAL COMMUNITIES PROGRAM MANAGER

Position Description

Context:

Alliance for Greater Works (AGW) is a servant leader nonprofit organization with a rich, eighteen-year history of improving the conditions and enhancing the lives of individuals in marginalized communities. This organization is leading strategic collaboratives across the state of Texas.

If you are self-motivated, smart, innovative, philanthropic and talented, consider joining our team. Alliance for Greater Works has created a new Well-Being in Rural Communities (WRC) **Program Manager** position.

Organization Overview:

Founded in 2001, AGW rebuilds the most marginalized and vulnerable communities through strategic partnerships, coalition development, and competency building with nonprofits, philanthropy, businesses, and government.

Alliance's mission is to dismantle the systems and practices that perpetuate inequities in marginalized communities. We accomplish our mission through leadership and community development training, consulting, and collaborative solutions. Alliance for Greater Works has served more than 21,000 leaders and organizations since its inception.

Position Overview:

This critical position is responsible for managing the design and implementation of a bold five-county community collaborative initiative throughout the state of Texas. The full-time program manager will report to the Assistant Program Director of the initiative. This individual provides continual support and builds relationships across all five community county collaboratives with a priority on two of the five counties.

Responsibilities:

- Work with the WRC program coordination team to drive the overall strategy and objectives for the strategic collaboratives.
- Develop and manage the program work plan and calendar for the five-county collaborative community initiative.
- Develop and improve the systems, processes and outcomes of the strategic collaborative on a

continuous basis.

- Work closely with the AGW team to track progress and provide updates on any changes in overall strategy or priorities.
- Serve as a subject matter expert to facilitate learning, research, and recommend proposed project milestones and processes to ensure ease of use and efficiency for the program coordination team.
- Maintain an understanding of systems-level community collaborative start-up and planning challenges and develop comprehensive solutions to address them.
- Work with the WRC program coordination team and community collaboratives to establish and update action plans for each county collaborative.
- Work with the AGW team to build the capacity of the community collaboratives' lead organization in the areas of community engagement to involve historically excluded groups in the participatory process, strategy development, collaboration development and management and common agenda.
- Work with university evaluation team to ensure all partners are aware of roadmap targets and indicators;
- Coordinate the evaluation team's meetings and work in the counties, ensuring evaluation capacity building needs are accomplished in the counties.
- Coordinate the process to obtain information and content about each county collaborative and project for news, reports and online resources and platforms.
- Facilitate strategies for the collaborative project communications: blogging, vlogging, journal articles, social media strategies, and feature articles and more about impact with each county team.
- Collaborate closely with other AGW team members, funder, evaluation team, and county lead organization team to ensure successful targets are met for the three-year collaborative initiative.
- Facilitate ongoing communication between the communities/collaboratives by hosting regular conference calls, in-person meetings, or coordinating regular email updates to ensure alignment of activity.
- Act as a neutral arbiter helping to resolve disputes or disagreements in direction among community partners, etc.
- Coordinate supporting activities between funder, lead organization, and community partners.

Fundraising:

Fundraising is a responsibility shared by all staff at Alliance. The **Program Manager** will work with the executive leadership team to foster fundraising relationships, prepare grant requests and orchestrate exceptional site visits.

Qualifications:

- Master's degree preferred.
- Strong background in project management. Project management certification preferred.
- Strong leadership skills to coordinate and motivate project teams.
- 3+ years documented effective collaboration experience developing new, and managing existing, projects and processes.

- 3+ years demonstrated ability to be an effective and contributing team member.
- Proven track record of using data to make evidence-based decisions for process improvement.
- Analytic and decisive decision maker with the ability to prioritize, recommend and communicate collaborative solutions to team members.
- Strong written and verbal communication skills—a persuasive and passionate communicator with excellent public-speaking skills.
- Working knowledge of addressing systems-level change with an equity lens required.
- Action-oriented, flexible, and innovative approach to facilitating the work of others.
- Passion, humility, integrity, positive attitude, mission-driven, and self-directed.
- Proficiency with Office 365 products, Zoom, and Base Camp.
- Extensive program design, delivery and assessment experience preferred.
- Experience working in a team environment required.

Compensation:

Compensation for the position is competitive and commensurate with experience.

Start Date: September 2019

Application Instructions: Please send resume with cover letter (that includes salary requirement) to ajohnson@alliancetx.org