



**coalition for
nonprofit equity**
COLLECTIVE ACTION FOR
DC NONPROFITS

Title: Director of the Coalition for Nonprofit Equity

Status: Temporary half-time position for 14 months, with possibility of renewal pending funding

Location: Remote work; can reside anywhere in DC or states of MD and VA but needs to be in DC regularly for meetings and events

Compensation: \$6250/month plus benefits: retirement, medical, vision and dental (half of the premium for medical is covered)

About Fair Chance and The Coalition for Nonprofit Equity (CNE)

Fair Chance envisions a world where every child succeeds.

Fair Chance is a growing social change organization with deep roots in the Greater Washington region. We strengthen community-based nonprofits to achieve life-changing results for children, youth, and families in communities impacted by racism, discrimination, and poverty. We offer several unique customized programs that strengthen organizational infrastructure and sustainability at no cost to the nonprofit.

Since 2020, Fair Chance has been the fiscal sponsor for the Coalition for Nonprofit Equity. For more information about Fair Chance, please visit www.fairchance.org.

The Coalition for Nonprofit Equity (CNE) represents the local DC nonprofit sector and is governed by an all-volunteer steering committee. Fair Chance is the fiscal sponsor, as CNE, as of now, does not have 501 (C) 3 status. One of the responsibilities of the Director will be to work with Fair Chance and the Steering Committee to determine the right governance structure for a sustained future. As such, the Director is an employee of Fair Chance but reports to both the Fair Chance CEO as well as the CNE Steering Committee.

CNE shapes **equity-focused public policy and practices** to support a **healthy DC nonprofit sector**, ensuring that organizations have the resources and capacity to provide the services all DC residents need to thrive. Through capacity-building initiatives, research, and collective action, CNE works to **collaborate with funders (government and philanthropy) to prioritize racial and economic justice in their investments.**

CNE was initially formed (2019) to work with the DC government on ensuring fair payment of indirect cost rates on nonprofit contracts and grants. CNE is now expanding its scope to address broader issues of nonprofit infrastructure, workforce, and better collaboration with

funderson. This is the first staff member that CNE is hiring for and seeks a director to carry this work forward. For more information on CNE, please visit www.dcnonprofitequity.org

Position Summary

In collaboration with the Steering Committee, the Director of the Coalition of Nonprofit Equity (CNE) will provide visionary leadership, strategic direction, and operational oversight to drive the coalition's mission forward. The Director: develops strategic priorities; drives the work and community mobilization; communicates on key messages with local and regional groups. The Director has strong experience and connections in the nonprofit sector and knows key players; can anticipate federal and local policy moves; and can organize and implement an appropriate response.

Specifically, this individual will be responsible for CNE's overall sustainability and health and will be responsible for (1) ensuring that CNE meets its mission; (2) convening and supporting the work of the Steering Committee on a regular basis (currently every 2 weeks); (3) leading and coordinating CNE's advocacy and mobilization strategies; (4) implementing activities, research, fundraising and communications, plus fiscal and grant reporting. The Director will oversee CNE's operations and its relationship with Fair Chance, ensuring that CNE is institutionalized and positioned for long-term sustainability.

This role requires a leader who is deeply committed to equity in the nonprofit sector, experienced in coalition-building, and skilled in relationship building, advocacy, fundraising, and organizational development.

Duties and Responsibilities

Leadership, Vision and Strategy Development

- Coordinate CNE's overall strategy, activities, and administration, ensuring alignment with its mission and grant requirements.
- Serve as primary spokesperson for CNE and constituents.
- Lead data collection and tracking efforts to measure CNE's impact.
- Supervise and manage the work of any funded consultants and potential part-time staff.
- Institutionalize CNE by developing long-term strategies for sustainability and growth.
- Assess the pros and cons of CNE's becoming independent or remaining fiscally sponsored, providing recommendations to stakeholders.

Steering Committee Engagement

- Work with the CNE Steering Committee to shape strategic priorities, governance structures, and operational plans.
- Facilitate communication between the Steering Committee and Fair Chance leadership to align efforts and share key updates.
- Organize and present findings to Fair Chance leadership on CNE's progress, impact, and future plans.

Policy, Advocacy, Mobilization

- Work to develop relationships with city officials, DC Councilmembers and staff; organize Councilmember office visits and overall educational efforts to increase their awareness of conditions with the nonprofit sector and services to constituents.
- Prepare and organize testimony around Council hearings (budget, oversight, etc.); organize Steering Committee and nonprofits to testify at key hearings.
- Organize events and lead communications efforts (website, social media, newsletters, op-eds) as a part of the overall strategy to build public awareness and change.

Operational Leadership

- Manage CNE member communications (once membership of CNE is defined and established), ensuring regular engagement with coalition partners and stakeholders.
- Oversee the relationship between CNE and Fair Chance, ensuring that both entities work collaboratively and effectively.
- Establish internal systems and processes to support CNE's continued success.
- Work with Fair Chance's Finance and Operations Manager to review expenses and ensure expenses do not exceed available funding.

Fund Development

- Lead the development of grant proposals to secure funding that advances CNE's advocacy work.
- Identify and pursue funding opportunities to expand CNE's capacity and impact.
- Build strategic relationships with funders, policymakers, and nonprofit leaders to advance CNE's mission.
- Lead grant reporting and data collection efforts.

Qualifications

The ideal candidate will be a **passionate advocate for nonprofit equity** with strong experience in **coalition leadership, policy advocacy, and nonprofit management**.

Required

- At least 4 years of leadership experience in the nonprofit, community organizing or advocacy sector; 8-10+ years of experience preferred.
- Experience in coordinating multi-stakeholder initiatives or coalitions.
- Grant writing and fundraising skills, including securing institutional funding.
- Demonstrated expertise in policy advocacy, particularly in nonprofit equity.
- Excellent public speaking, facilitation, and communication skills.
- Experience in strategic planning and organizational development.
- Deep commitment to racial and economic justice in the nonprofit sector.

Preferred

- Knowledge of fiscal sponsorship models and nonprofit governance.
- Experience in grassroots advocacy and coalition-building.

- Familiarity with capacity-building models for nonprofit organizations.

Fair Chance is an Equal Opportunity Employer. We value diversity – we are and want to continue to be people of multiple ethnicities, perspectives, and life experiences. We believe in and respect how this strengthens our work. Therefore, we are seeking qualified candidates from all backgrounds who believe in our mission and align with our values.

To apply:

Please submit your resume and cover letter here:

<https://app.smartsheet.com/b/form/4e0ea710e52f4af694920660c6d55a42>

Thank you for your interest and we look forward to reviewing your application.