

NOW HIRING: Executive Director at New Era Colorado

New Era Colorado Foundation and New Era Colorado Action Fund are seeking a strategic thinker and top-notch manager with a demonstrated commitment to anti-racism to be our next Executive Director! Youth power has *arrived* in Colorado and our next Executive Director will have an opportunity to lead the organization in solidifying that power in our democracy and creating lasting policy change.

New Era's Executive Director sets our strategy and vision, creates and raises our budget from individuals and institutions with the support of a hardworking fundraising team, and manages our high-performing team (15 permanent staff, up to 70 FTE in major election years) to exceed our goals and drive innovation to increase youth political participation. We've got a rock-solid foundation for a new leader to take us to the next level: a deep bench of talent on our staff and an experienced, engaged board of directors, financial health and a clear strategic plan, an incredible community of supporters, volunteers and alumni, and a thriving national network in the Alliance for Youth Action.

About New Era & Our Team

New Era is the leading voice for young people in Colorado politics and one of the most effective youth civic engagement organizations in the country. We are working to reinvent politics for young people, mobilizing and empowering a new generation to participate in our democracy to advance progressive change. Since our founding in 2006, we've registered nearly 200,000 young people to vote and turned our registrants out at some of the highest rates amongst voter registration drives in the country. We've won on each of the issues we prioritize at the ballot box or the legislature (economic justice, abortion rights, climate change, and election access) and we've graduated hundreds of young people from our leadership development program. New Era alumni now serve in elected office and key positions of power across the state. Along the way, we've made two viral videos ([This Is Why We Vote](#); [Campaign for Local Power](#)) and drove explosive growth in Colorado's young voter turnout rates. New Era is comprised of New Era Colorado Foundation, a 501(c)3 nonprofit organization, and New Era Colorado Action Fund, a 501(c)4 nonprofit organization.

We are on a journey to embed equity and inclusion in our organization's day-to-day and DNA, and to transform into a truly anti-racist organization. We are still in the process of doing the deep work to figure out what exactly that transformation means for us as an organization, but we aim for it to include elements of the following: authentically centering the experiences and leadership of young people of color in our program work; dismantling white supremacy within our organizational systems, policies and culture, and rebuilding anew; and ensuring we have an inclusive, welcoming culture in which all staff and board members are valued, thriving, and advancing our mission. *We are early in this journey, so our next leader will play a critical role in leading this work and prioritizing it within our team.*

Our team is deeply dedicated to social change, and takes the work very seriously—but not ourselves. We'll never miss an opportunity to get a zoomed-in screenshot of you making a weird face in a group photo and we hope you like hot fries and have an HBO login to share. We're relentless, passionate, management and organizing enthusiasts who are committed to making ourselves and New Era better every day. We truly believe in the power of young people.

Responsibilities

This is a dynamic, fast-paced role that continues to evolve alongside our organization and team. No two days are alike, and the work ranges from big picture to granular details. The work largely falls into three main categories:

Organizational Strategy and Health (25%)

- Drive the evolution of our vision, as well as the creation and implementation of organizational strategic plans (including our equity blueprint) to ensure we're on track to have the biggest possible short- and long-term impacts
- Ensure New Era has the systems, resources and staffing to deliver on our mission, including setting and managing ambitious objectives and plans to achieve them, and sharing power by collaborating with staff in this work
- Spearhead the organization's diversity, equity and inclusion work, meaning: prioritizing this work in our annual goals and workplans, spotting and seizing opportunities to become more equitable and inclusive, modeling a commitment to these values, and holding staff and board members to a high bar to advance this work, and being accountable for our progress to our team, our base, and our community
- Ensure New Era is financially healthy, using our resources in the most strategic way possible to have the biggest impact, and operating sustainably and compliantly for the short- and long-term

Fundraising & External Relationships (50%)

- Guide and collaborate with the development team in crafting and executing New Era's annual fundraising plan and strategy, as well as compelling written materials, grant proposals, and pitches for our work
- Build and cultivate new and existing relationships with major donors and funding institutions, building trust, communicating regularly, and collaborating to move our objectives forward
- Build and cultivate strategic relationships with key allies, including: the Colorado progressive funder community and donors, elected officials and prominent political and community leaders, and other influential connectors
- Act as the organization's primary spokesperson (events, media, etc.), and prepare staff/board to do so as well

Staff and Board Management (25%)

- Directly manage directors of the advocacy, civic engagement, development, and operations departments, and support them in managing the staff on their teams
- Ensure we have an outstanding and diverse team as well as the staffing structures we need to meet our goals
- Model and ensure an inclusive, welcoming, and inspiring organizational culture aligned with our values for all of our staff to excel within and contribute, especially staff members with marginalized identities
- Manage the board of directors to ensure they're meaningfully engaging on strategy, org. health and fundraising

What We're Looking For

Our ideal candidate is an expert relationship builder who is ready to build deep relationships with donors, elected officials and community leaders, and the relentless young people we organize with. We're looking for someone with a deep commitment to our mission who will lead us in putting equity and racial justice at the center of all we do, motivate our team, and prioritize our organizational health. Our Executive Director must communicate a compelling, urgent vision for our work and should always be ready for an opportunity to make the organization—and our state—better. The ideal candidate will bring or be all or most of the following:

- **Strategic & critical thinker with strong problem-solving skills & analytical ability.** Demonstrated success taking complex goals and translating them into action, as well as evaluating opportunities to seize to pass up.
- **Demonstrated diversity, equity and inclusion fluency, commitment and successful leadership,** including self-awareness of power and privilege and commitment to prioritizing this work personally and organizationally. Demonstrated ability to develop strategies and tactics to create equitable and inclusive outcomes.
- **Excellent manager, with a demonstrated ability to manage and develop a high-performing team** to achieve extraordinary results, including by providing feedback, recognition and opportunities for growth.
- **Ability to raise funds and deep personal commitment to prioritizing fundraising in this role.** Demonstrated success making direct asks; ability to think strategically about the best ways to cultivate support.
- **Demonstrated success intentionally building and cultivating strong, trusting, strategic relationships.** internally and externally (i.e., with staff or board members, external stakeholders or partners, and/or donors).
- **Outstanding written and verbal communication skills,** including demonstrated ability to write/edit compelling materials to achieve a goal, and to effectively and persuasively convey and build support for an idea or pitch.
- **Demonstrated experience creating, evolving and evaluating strategy, tactics, opportunities, challenges, inequities, and political and organizational context** of one or more of the following: advocacy organizing, grassroots organizing, progressive politics, civic engagement work, or a similar field.
- **Highly organized and able to prioritize and manage many complex projects with many moving parts.**
- **Deep commitment to and enthusiasm for New Era's mission,** including profound belief in the ability of young people to advance change in politics. Deeply progressive, with a commitment to economic, climate and racial justice, and abortion rights.

Preferred but not required: Familiarity with Colorado politics & political infrastructure, budget/financial management experience, experience successfully managing managers and/or developing entry-level staff. Ability and eagerness to learn all of those pieces is a must!



Position Details, Compensation and Benefits

This is a full-time, permanent position based out of our Denver office, reporting to the New Era Colorado Foundation and New Era Colorado Action Fund board of directors. Although hours will fluctuate depending on the time of year, the Executive Director position is a very demanding job, which will regularly require evening and weekend work.

**Salary range is low 80s to mid 90s, commensurate with experience.
Preferred start date late 2019/first quarter of 2020.**

New Era provides a comprehensive benefits package, including medical and dental coverage (with 75% of the premium covered by the employer), a SIMPLE IRA retirement plan with a match of up to 3% after 1 year of employment, an annual RTD Ecopass (free public transit!), paid time off (120 hours in your first year and goes up from there) plus 1-2 weeks at the end of December and additional holidays throughout the year. We take Friday afternoons off in the summers of odd years, offer a paid sabbatical after 5 continuous years of employment, an annual professional development budget, and enough pizza during election times to make you stop liking pizza for a few months.

New Era Colorado is an equal opportunity employer. We welcome applications from all, and strongly encourage people of color, women, people with disabilities, immigrants, refugees and LGBTQ people to apply.

How to apply

To apply, please combine your resume and cover letter into a single PDF document and upload your application [via this Google Form](#). Your cover letter should be no longer than 2 pages, describe how your professional interests and experiences relate to New Era's purpose and mission, articulate why you're interested in this opportunity and why you're particularly well-suited to lead New Era Colorado. We will request references from candidates who advance in the process.

Applications will be held confidentially by the Boards and three staff representatives on the hiring committee. Applications will be reviewed on a rolling basis, so we encourage applicants to submit their materials sooner rather than later. This position will be open until filled and will be removed from our website once it is filled (if the posting is still up, you can and should still apply!). Email executivedirectorhiring@neweracolorado.org with questions. No phone calls please.