



The Leadership
Conference



The Leadership
Conference
Education Fund

Executive Vice President, Field and Member Services Washington, DC



*Protecting and promoting the civil and human rights
of everyone in the United States*



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An America as Good as Its Ideals

[The Leadership Conference on Civil and Human Rights](#), a 501(c)(4) organization, is the country’s oldest and largest civil and human rights coalition of more than 200 national organizations. The Leadership Conference has coordinated national advocacy efforts on behalf of every major civil rights law since 1957. [The Leadership Conference Education Fund](#), a 501(c)(3) organization, builds public will for federal policies that promote and protect civil and human rights in the United States. Founded in 1969 as the education and research arm of The Leadership Conference, The Education Fund’s campaigns inform, educate and empower local, state and national leaders to advance and protect civil and human rights and progressive change in the United States.

There is no organization in the country better positioned to lead the fight for civil rights today. At few times in American history have the basic democratic institutions that form the bedrock for civil rights protections come under greater attack—from the fundamental right to vote to the independence of the judiciary to constitutional policing practices. In this environment, civil rights and progressive groups must be more than the sum of their parts to advance social justice effectively. The Leadership Conference/The Education Fund use their leadership positions to bridge the full range of civil rights organizations, guide the national conversation, and amplify the collective voice of the movement.

Focused Priorities, Broadened Coalition

To maximize its reach and effectiveness, The Leadership Conference/The Education Fund have developed a new strategic framework focused on democracy, justice, and opportunity. The organizations are working with the coalition to defend against immediate challenges to these values while laying the groundwork for the aggressive pursuit of affirmative civil rights goals at the local, state, and federal levels in the future. While The Leadership Conference/The Education Fund have focused their priorities, they have simultaneously broadened their engagement, cultivating unusual allies—including business, law enforcement, and faith communities—as well as traditional partners in their campaigns. The Leadership Conference’s/The Education Fund’s specific strategic priorities focus on:



Protecting Democracy



by protecting the census, voting rights, and fair courts

Fighting for Equality



by fighting for Dreamers, against hate, and for reform in the criminal justice system including policing

Seeking Opportunity for All



by seeking economic security, educational equity, and equity in access to media and technology





New Leadership, New Opportunities

The new strategic focus of The Leadership Conference/The Education Fund is the work of a world-class leadership team. In June 2017, the visionary Wade Henderson, The Leadership Conference's long-serving President and CEO, retired after shepherding the coalition through a 20-year period of growth and legislative advocacy. Vanita Gupta, a long-time civil rights leader and advocate, assumed the helm.

As a young lawyer at the NAACP Legal Defense Fund, Vanita famously led the team that overturned the wrongful convictions of nearly 10% of the African-American population of Tullia, Texas. She went on to serve as the Deputy Legal Director at the ACLU, where she launched the organization's Smart Justice Campaign to end mass incarceration and secured a landmark settlement on behalf of immigrant children. Vanita then served as head of the Obama Justice Department's Civil Rights Division, where she led investigations of the Ferguson, Baltimore, and Chicago police departments; appeals in voter ID cases; and the challenge to North Carolina's law on transgender access to public life. Through a carefully organized transition plan, Vanita has brought to The Leadership Conference/The Education Fund a new team with top-notch legislative, management, legal, and organizing backgrounds.



The Executive Vice President of Field and Member Services will join a world-class team that includes:

- ❖ Kristine Lucius, Executive Vice President for Policy and former top legal and policy advisor on the Senate Judiciary Committee
- ❖ Ashley Allison, Executive Vice President of Campaigns and Programs and former Deputy Director in the White House Office of Public Engagement
- ❖ Allyn Brooks-La Sure, Executive Vice President of Communications and former spokesperson for former EPA administrator Lisa P. Jackson, two Senators, and non-profits including the Save Darfur Coalition

Leading high-profile field engagement

As the orchestrator of major civil rights coalitions, The Leadership Conference and The Education Fund manage a complex set of coordinated national campaigns with high-stakes impact. The organizations' new strategic priorities and the contemporary retrenchment of civil and human rights demand the most innovative and highest-caliber models of public engagement and policy advocacy to protect equity and opportunity. Coalition partners must be deeply engaged as these new models are developed and executed.

To meet all of these challenges, The Leadership Conference/The Education Fund is hiring an Executive Vice President of Field and Member Services to lead the comprehensive design, development, and execution of comprehensive field strategies that build public will for an ambitious civil and human rights agenda.



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The Opportunity

The Executive Vice President of Field and Member Services is responsible for helping to orchestrate multi-stakeholder national campaigns that establish and advance an agenda for progressive change in the United States. This senior position is a part of the leadership team and reports to the President/CEO. The EVP oversees the Field and Member Services Department's talented staff in conducting legislative outreach, public education, and training strategies for Leadership Conference/Education Fund activities and for the coordinated activities of more than 200 member organizations. While providing immediate leadership on high-caliber campaigns, the EVP also builds the Leadership Conference/The Education Fund's long-term campaign capacity, leading the adoption of sophisticated methods, staff structures, and technologies. Specific duties include:

Coalition Management

- ❖ Develop the strategic and annual operating plan for the Field and Member Services Department, aligning all activities with the Leadership Conference/The Education Fund's strategic plan and high-priority issue areas.
- ❖ Develop the tools and infrastructure for public policy and public education campaigns, with responsibility for articulating clear, specific, and achievable goals; identifying and developing resources; and orchestrating comprehensive campaign calendars with national participation.
- ❖ Lead comprehensive field outreach on campaigns, directing support and training for coalition members to build capacity and coordination on a national scale.
- ❖ Oversee and approve the work of field consultants and sub-grantees participating in Leadership Conference/The Education Fund campaigns.
- ❖ Create a metrics-based organizing plan with clear benchmarks for success that help elevate campaign assessment and performance.
- ❖ Develop and implement a data management system that tracks membership and impact of work.
- ❖ Establish sound working relationships with coalition partners, engaging with representatives on a regular basis and reviewing and finalizing major communications.
- ❖ Serve as an organizational spokesperson when needed, on panels, at conferences, and in the media.

Organizational Leadership

- ❖ Direct and manage continuous capacity-building and evaluation initiatives, ensuring that The Leadership Conference/Education Fund has state-of-the-art research, knowledge, and technological tools to achieve campaign impact.
- ❖ Develop and establish the performance culture of the Field and Member Services Department, lead performance management, and provide day-to-day leadership.
- ❖ Oversee the development and monitoring of departmental budgets.
- ❖ Serve as a member of the Strategic Leadership Team to address overall organizational issues and help ensure coordination among departments.
- ❖ Collaborate with development staff and the executive office on fundraising initiatives.
- ❖ Assist in maintaining official records and documents consistent with federal, state, and local regulations.





The Candidate

The Leadership Conference/The Education Fund seek a sophisticated campaign strategist with the ability to bring broad coalitions of people together in exceptional advocacy initiatives. The ideal leader will have exceptional communication skills across all registers, from one-on-one collaboration to tech-facilitated public messaging, and a sophisticated sense of how to leverage contemporary tools to reach and mobilize the right audiences toward coordinated national goals. The EVP's specific qualifications include:

Background

- ❖ At least 8 years of experience in institutional or campaign management and/or field outreach.
- ❖ Background in coalition strategy development and/or in a civil rights or non-profit organization or related experience.
- ❖ Bachelor's degree in a related field.

Knowledge, Skills, and Experience

- ❖ Experience running at least two electoral and/or issue-based campaigns; preference for campaign experience at both the national and state levels.
- ❖ Record of innovative approaches to advocacy and of translating strategic thinking into action.
- ❖ Exceptional skill in large-scale planning and coordination at both the grassroots and grassroots levels.
- ❖ Keen understanding and good instincts in strategic political communications.
- ❖ Sophisticated knowledge of web activism technologies.
- ❖ Ability to work well with multi-issue, inter-departmental teams and community leaders.
- ❖ Fluent understanding of the landscape of contemporary civil rights activism.
- ❖ Ability to manage multiple tasks in a fast-paced and deadline-driven environment.
- ❖ Excellent written and verbal communication skills.

Leadership Style

- ❖ Demonstrated commitment to civil and human rights and a balanced, non-partisan approach to their achievement.
- ❖ Tenacity, flexibility, and resilience in long-term planning and in the face of adversity.
- ❖ Strong leadership and management skills, including the ability to develop talent and foster a positive and creative work environment.
- ❖ Unimpeachable integrity and trustworthiness; mature judgement in handling confidential information.
- ❖ Ability to work effectively with diverse groups of people in diplomatic and collaborative ways.
- ❖ Values-driven leadership that balances self-confidence and self-awareness and is committed to personal and professional development.



To Apply



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Questions, résumés, and CVs should be sent to
search@driconsulting.com

All first-round interviews for this position will take place at Development Resources, *inc.* at 1820 N. Fort Myer Drive, Suite 702, Arlington, VA 22209, (703) 294-6684, or via telephone/video conference.

The Leadership Conference on Civil and Human Rights is an Equal Opportunity Employer and is seeking a diverse slate of qualified candidates for formal consideration.



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