



NATIONAL PROGRAM DIRECTOR, ENCORE FELLOWSHIPS

<http://encore.org/>

The Organization:

[Encore.org](http://encore.org/) is a national nonprofit building a movement to tap the skills and experience of those in midlife and beyond to improve communities and the world. Originally called Civic Ventures, Encore.org was founded in 1998 by social entrepreneur Marc Freedman and grew out of a desire to transform the aging of America—one of the most significant demographic shifts of the 21st century—into a powerful, positive source of individual and social renewal. Our ultimate goal is to create a better future for young people and future generations.

Encore Fellowships Network (EFN)

The Encore Fellowships Network (EFN) is one of the flagship programs of Encore.org. EFN places skilled retirees from the corporate and other sectors in fellowships within the nonprofit community on projects with significant social impact. Hailed as one of the leading fellowship programs within the nonprofit sector by the likes of Fast Company, U.S.A Today, the Wall Street Journal, New York Times, the Guardian, BBC and NPR, EFN is poised for rapid expansion. Encore.org's goal is to more than double the reach of the program and the number of fellows within the next five years.

Encore.org Culture

Encore.org staff members are part of a social movement that challenges old norms and seeks to establish a new definition of success in later life. We are a small, geographically distributed team, committed to making a significant impact. The organization attracts people who think about how small investments can yield big results in the service of Encore.org's mission.

Staff members work hard, and value their colleagues and the causes they dedicate time to outside of working hours. We understand the importance of commitments—family and otherwise—beyond Encore.org. Vacation time is meant to be used.

As an organization focused on deploying human talent in innovative ways, we try to walk the talk. We strive to have an intergenerational team. We also encourage and sometimes require flexible work; results matter more than face time.

Perhaps most important, Encore.org is in a period of transition and growth. We work in a dynamic environment that values mutual respect, rapid response to changing conditions or new opportunities, flexibility and intelligence, as well as a sense of humor and humility. Those who thrive tend to be creative, entrepreneurial types who are dedicated to our mission and who know how to execute ambitious plans in a lean environment.

This is a compelling opportunity for an exceptional individual who brings a combination of business expertise, corporate sales and marketing experience, and an appreciation of the talent that mature, skilled workers from the corporate sector can bring to the missions of the nonprofits and governments. S/he is an entrepreneurial, creative, high-energy leader with a passion for social change to take EFN into a period of rapid and dynamic growth.

The Role:

Location: San Francisco, CA or New York, NY

Reports to: President, Encore.org

Overview:

The National Program Director will be responsible for growing the extraordinary EF program to double its current size and financial impact. Encore Fellowships were launched as a pilot in 2009 and in the ensuing eight years have experienced extraordinary growth and national recognition. The success and prominence of this initiative has caused the organization to make the expansion of the program one of their top strategic initiatives. As a result, Encore.org is seeking a dynamic and creative leader with a passion for serving the social sector to take this program to the next level. The successful candidate will have a track record of leading multi-state operations, and embraces a culture of innovation, high-performance and high-accountability.

The National Program Director will work with a variety of stakeholders both internal and external to the organization to design and implement a comprehensive business strategy that aligns with the goals of the Encore.org Strategic Plan.

Encore.org operates in a small, highly agile, and flexible work environment with offices in New York and San Francisco and operating staff in several other locations. This position is based in one of the two office locations and will require some travel to Program Operator (PO) locations throughout the US.

Key Responsibilities:

- Develop and execute a strategy to double the number of Encore Fellows from the current cumulative total of 1500 to 3000 by 2021.
- Develop and execute a strategy to expand the footprint of EFN from the current 13 local programs to a national one by doubling the number of local POs by 2021.
- Develop and expand relationships with current corporate partners (Intel, IBM, HP) and ensure their business objectives for the program are met. Work with executive leadership, the Encore.org development team and the Encore.org board to dramatically expand the number of new corporate partners as a source of both talent and funding for national program.
- Working with existing POs, refine the current affiliate business model to support the success of current POs and provide clear incentives for new POs and funders to affiliate with EFN in new locations around the US.
- Create a culture of collaboration with other Encore.org programs and with POs to increase synergies going both ways and drive scale.
- Evaluate and improve existing systems that allows internal and external tracking of progress toward goals, both inside Encore.org and for each of the POs.
- Participate and drive increased revenue to EFN, both philanthropic and fee income.
- Review current business and pricing models for EFN with an eye to making changes needed to drive more earned income.
- Develop and test variants of the Encore Fellowships model (including DIY approaches) to allow rapid expansion of idea of post-midlife fellowship.
- Expand the role of EFN, the network of POs, the alumni of the program and the non-profits that have hosted Encore Fellows, in changing the way encore talent is valued in the nonprofit sector.

Candidate Profile:

Professional Experience

- Minimum of 15+ years of progressively responsible senior management experience in a corporate environment.
- Track record of success in corporate leadership roles; ability to sell new ideas to business leaders.
- 10+ years' experience successfully leading multiple projects and growing programs across multiple operations, in a dynamic business environment.
- Experience managing across multiple locations; ideally developing franchises or leading in an affiliate environment; adept at accessing infrastructure/operational requirements necessary to support growth and expansion.
- Demonstrated experience of scaling an organization and taking it to the next level of growth and change; preparing and executing strategic plans, maintaining strong ties with current partners and building new and innovative partnerships locally, regionally and nationally.
- Ability to set clear priorities, delegate and guide investment in people, processes and systems; strong strategic, organization and problem-solving skills that enable sound decision-making in a complex, geographically dispersed organization and network.
- Strong financial modeling, budgeting, and business development skills.
- Experience of innovative adaption and use of technology
- Ability to set and report results; comfortable holding themselves and others accountable for achieving team objectives.
- Significant work experience in the nonprofit sector a plus, either as an employee or in volunteer leadership

Personal Attributes

- An entrepreneurial background and start-up mentality.
- Highly-organized in maximizing time, resources and priorities, with the ability to support others to meet their commitments.
- Ability to develop strong personal relationships and a culture of trust among internal and external colleagues and co-workers.
- Self-motivated, high energy and enthusiastic about achieving a collaborative vision of community engagement.
- Strong project management skills including prioritizing and meeting deadlines; excellent critical thinking skills and strong detail-orientation.
- Excellent verbal, written and presentation skills and the ability to relate well at all levels, internally and externally including corporate leadership.
- Mission-driven and passionate about utilizing the skills and experience of those in midlife and beyond to create a better future for young people and future generations.

Education:

- Bachelor's degree required; MBA or other advanced degree preferred.

Travel:

- Ability to travel as required.

It is Encore.org's policy to employ, compensate and advance personnel without regard to race, creed, color, sex, religion, national origin, age, sexual orientation, height and weight, disability, gender identity or expression, marital status, partnership status, genetic predisposition or carrier status, military status, arrest record and any other characteristic protected by law. We are an Employer of National Service: AmeriCorps, Peace Corps and other national service alumni are encouraged to apply and to tell us how your service experience has shaped your career.

We are seeking to develop a multigenerational and diverse team. Qualified people of all ages and backgrounds are encouraged to apply. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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How to Apply:

If you or someone in your network is interested in exploring this opportunity, please submit your resume and a cover letter to:

Janet Albert - Partner, Bridge Partners
janet.albert@bridgepartnersllc.com

or

Tory Clarke - Partner, Bridge Partners
tory.clarke@bridgepartnersllc.com

Applications will be reviewed on a rolling basis and the position will be open until filled.