

MediaJustice

JOB ANNOUNCEMENT:

Co-Director - MediaJustice (formerly Center for Media Justice)

Position based in Oakland, CA/SF Bay Area

Anticipated Start Date: 1/1/2020

The Opportunity

Are you a seasoned management professional with a passion for media justice and digital rights? Do you enjoy building organizational teams and finding new ways to collaborate? Are you a creator who knows how to bring an inspired vision to life? If you're an experienced racial justice leader, with a background in human resources, talent management, and organizational development, and deep familiarity both culturally and strategically with movements for racial justice, Black liberation, queer, trans and migrant rights -- you might be the experienced leader we've been waiting for.

MediaJustice (formerly known as the Center for Media Justice) has entered its 10th year with a bold commitment to creating media and cultural conditions that strengthen movements for racial justice, economic equity, and human rights. To accomplish this, MediaJustice (MJ) employs an intersectional approach to democratizing culture and communications through powerful grassroots collaboration. Central to accomplishing our mission, work, and "wins", is the nurturing of our dedicated and passionate team through supporting organizational rigor, culture, and politics.

Position Overview

MediaJustice (MJ) is in an exciting period of growth and seeks a Co-Director to join our dedicated and passionate team. The Co-Director will be a mission-focused, strategic, and process-minded leader with experience scaling an organization, leading a team, and developing a high-performance oriented culture among a diverse group of talented individuals. Working collaboratively and sharing leadership with the Co-Director, this position will work with the Leadership Team to chart MJ's future growth and strategy and will lead our staff in fostering a culture of accountability and teamwork while ensuring all staff are supported to align their work to our strategic plan and priorities. In addition, the Co-Director will develop, implement, and refine the internal human resource policies and practices necessary to support our growth. This position reports to the MediaJustice Board and will directly supervise the Leadership Team members, including Administration, Organization, Communications and Network Directors.

Roles and Responsibilities

Organizational Strategy and Development

- Partner with the Co-Director, key Board Members and Leadership Team to refine our strategic plan and implement the internal activities and processes to achieve its outcomes.
- Lead internal implementation and evaluation processes for organizational strategies and new ideas and ensure we have the system in place for accountability and measurement of progress against goals.
- Drive outcome and data measurement and collaborate with the Co-Director in reporting successes and challenges to the Board of Directors and funders.
- Guide the development of MJ's organizational staff committees and advisory boards.
- Lead internal programming in support of an organizational culture of collaboration, consensus and commitment grounded in a coherent political strategy.

People Management

- Directly supervise 2 director level staff members.
- Provide a strong day-to-day leadership presence for staff, guiding, inspiring and challenging the team and formalizing the systems and tools needed to support them in achieving the organizational mission.
- Oversee the recruitment, orientation, employment and release of all MJ paid staff and volunteers.
- Ensure sound human resources practices, including clear job descriptions, and regular, effective supervision sessions and performance evaluations.
- Drive the adoption of standardized approaches to internal meeting agendas, project management, consensus building, change and conflict management.
- Cultivate and integrate our organizational values in order to attract, retain, motivate, recognize, and reward diverse, talented staff and volunteers.
- Partner with program staff and organizational leadership to identify, recruit and support additional staff and board members.

General

- Regularly participate in staff meetings and organizational retreats.
- Regularly complete timesheets, expense reports, and other administrative tasks.

Qualifications

- An undergraduate degree in business, nonprofit management, organizational development or similar field.
- At least 7 years of professional leadership experience in organizational management, nonprofit and/or development, including prior success in managing and driving strategy, leading cross-functional teams to high performance and scaling an organization or program.

- Demonstrated commitment to racial, gender, and economic justice, knowledge of communication rights, and a passion for organizational and social change.
- Strategic thinker and problem solver.
- Thorough understanding of project management, human resources, remote workforces and strategic planning.
- Self-directed, entrepreneurial, and adaptive
- Excellent oral and written communication skills, and project management skills.
- Familiarity with media justice organizations, networks, leaders and issues, preferred.
- Experience in a social enterprise setting, a plus.

Compensation and Benefits

MediaJustice provides full medical, dental and vision benefits, optional 401(k), a substantial vacation package, and a quarterly personal wellness stipend. Position requires the ability to travel a minimum of five times annually; work nights and weekends as needed. The salary range for this position is between \$90,000 - \$110,000 DOE.

To Apply

Please submit your resume, a cover letter expressing why your experience, skills, commitment, and vision make you the right candidate to support and grow the power of the MediaJustice. In addition, please submit a writing sample and additional materials demonstrating your experience with professional development, organizational development, and human resources management. Materials should be sent to jobs@mediajustice.org with the subject line: "Co-Director." Please send PDFs only.

MediaJustice is an equal opportunity employer and we value diverse perspectives and experiences at our organization. We are committed to ensuring that our organization is fully inclusive and engages with the intersectionality of the communities we serve. We do not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status, or on any other basis prohibited by applicable law. People of color and gender-diverse people are strongly encouraged to apply.