



# Seattle Jobs Initiative

## MANAGING DIRECTOR OF CONSULTING & POLICY

### ABOUT SEATTLE JOBS INITIATIVE (SJI)

As the U.S. economy experiences the start of a second decade of prosperity expansion and wealth creation and now rising inflation, the reality remains that working individuals and their families are being left behind despite the generally thriving economy and low unemployment. Prior to the pandemic, three out of 10 working families in the United States did not even have enough money to meet basic needs such as housing, food, and medical services. Working poor men and women continue to find themselves trapped in a changing economy creating a wider divide between low-paying and high-paying service jobs. Women and families of color are most disproportionately impacted by this expanding economic inequality.

Seattle Jobs Initiative is deeply committed to empowering people to build careers by forming equitable partnerships that address structural racism to create a more impactful workforce system. SJI is an organization deeply committed to and guided in its daily work by its mission. Bounded by a set of values, SJI drives toward its vision for the future through an identity statement that defines how it will accomplish its mission and vision. SJI advances their mission of empowering people to build careers by forming equitable partnerships that address structural racism to create a more impactful workforce system. SJI seeks to help individuals, their families, and communities to thrive and accomplish this mission by serving individuals, communities, organizations, employers, and public agencies in Washington and throughout the United States.

SJI accomplishes its work through three core areas:

- **Partnerships and Career Pathways.** Through direct and indirect services, SJI offers individuals from under-invested communities training in career-start technical and performance skills that leads to a career pathway in growing local industry sectors. SJI creatively aligns support services – such as career navigation, housing, childcare, and transportation – to provide participants the best opportunity to complete their career journey and to secure and retain well-paying jobs.

### Key Facts

- Currently 38 staff; 9-member [Board of Directors](#)
- \$6M annual budget (2022)
- \$2.5 million in financial reserves
- 9-member consulting/policy team

### Mission, Vision, and Values

#### MISSION

Seattle Jobs Initiative supports people from under-invested communities to build careers. By creating equitable workforce systems and developing impactful partnerships, we address structural racism.

#### VISION

Every worker has a career that allows them, their family, and community to thrive.

#### VALUES

Integrity, Equity, Innovation, Grit, Empathy, Collaboration.

### Visit



Individuals acquire the skills they need to advance out of poverty, while simultaneously meeting the needs of local businesses for a skilled workforce

- **Policy, Research and Evaluation.** SJI's work complements their program efforts and allows them to achieve a far greater impact on low-income communities than it would be able to through program services alone. The overall objective of this work is to uncover and provide solutions to address the barriers that low-income individuals face in obtaining the education and jobs they need to advance out of poverty.
- **Consulting and Technical Assistance.** The consulting team helps government, educational institutions, funders, workforce systems and providers to design, implement and fund more effective programs and services aimed at helping people access training, support, and living-wage careers. SJI is the nation's leading expert helping State and local governments and their provider partners operationalize and grow their SNAP E&T programs. SNAP E&T is a federal program supporting a flexible array of employment and training services and supports for individuals on SNAP (food assistance).

In its nationally recognized consulting and policy work, SJI has a competitive advantage due to its independence, nimbleness, and ability to connect the dots in the workforce system through broad perspective, a strong network of partners, and program improvements based on research, action, and an iterative design process. Also, SJI is deeply committed to systems change work with community partners who work with people impacted by institutional racism and systemic barriers. Under the capable leadership of Executive Director, Ryan Davis, SJI has grown substantially by revenue and staff despite starting his tenure a few months before the start of the global pandemic. Davis led the effort to clear the organization's financial deficit, increase their regional, state, federal, and private funding, and establish a compelling and ambitious [strategic plan](#) to build an inclusive economic recovery. Now, as the organization celebrates its 25<sup>th</sup> year anniversary this year, SJI has become a more vibrant, financially strong organization whose profile and reputation continues to grow both regionally and nationally.

We invite you to learn more at [www.seattlejobsinitiative.com](http://www.seattlejobsinitiative.com).

## THE POSITION

A collaborative, strategic, and entrepreneurial professional, the Managing Director of Consulting and Policy provides overall leadership and strategic direction for the SJI's high impact consulting and policy programs. SJI's consulting and policy practice is the nation's leading workforce intermediary with a versatile team that brings domain knowledge, research, facilitation, and project management expertise to each of their collaborations. The Managing Director of Consulting and Policy (MDCP) reports directly to SJI's Executive Director. The MDCP serves as an essential member of the senior leadership team that includes a Director of Strategy & Impact, Director of Operations, Director of Human Resources, and a Director of Finance. The MDCP plays a pivotal role in the programs' overall revenue development and sustainability. Current state and national agreements and contracts have the team already booked with business into late 2023. The Managing Director is responsible for driving continued growth in their



existing areas of practice and identifying and developing new lines of client business. As a gifted relationship builder, the next MDCP will lead the next exciting phase of SJI's growth as a nationally recognized thought partner and resource.

Over the past 25 years, SJI has expanded on their regional and state-level success and knowledge and brought their local, innovative expertise to national partners and stakeholders. SJI currently have a strong national reputation of expertise in the following areas:

- **SNAP Employment and Training**: Providing technical assistance and consulting services to federal, state, and local agencies responsible for the effective implementation of SNAP E&T. This includes a Federal contract for SNAP2Skills as well as various other contracts with states, localities, and philanthropic organizations seeking to improve economic opportunity for individuals receiving food assistance.
- **Student and Participant Centered Design**: Providing consulting and implementation support to higher education and training institutions to make systems and practices more responsive to the needs of underserved students. Started with an investment by the ECMC Foundation, this is a growing area of practice for SJI.
- **Workforce Policy and Research**: Providing workforce development related research and policy recommendations at local, state, and national levels. Work includes analyzing labor market data, future of work studies, and evaluations of programs. Current work includes a mix of short-term projects and longer-term engagements to support equitable workforce systems.

The Managing Director of Consulting and Policy leads a highly skilled team of workforce professionals that includes five Senior Consultants, two Senior Policy Analysts, a Research & Policy Consultant, and a Research Analyst Intern. The Managing Director works closely with SJI's Executive Director on strategies for identifying and acquiring new strategic partnerships and relationships. The MDCP continues to strengthen all organizational processes and systems, database, research, and thought leadership to support operational needs. To be successful, the MDCP must bring an innovative mindset, a passion for improving workforce systems, and a strong ability to bring new opportunities to advance the SJI's mission of serving individuals, families, and communities facing barriers to economic opportunity.

## MAJOR OBJECTIVES

Within the first 12 to 18 months, the Managing Director of Consulting & Policy will achieve the following major objectives:

- Maintain SJI's continued growth trajectory of business through the renewals of a substantial portion of its current SNAP E&T work.
- Develop and implement a comprehensive funding plan with clear goals and metrics that will eventually secure a minimum of \$1 million in new multi-year contracts and renewals.



- Build, lead, mentor, retain, and inspire a high-performing team of consultants and analysts, inspiring all with a warm, positive, and collegial leadership style that prioritizes professional development.
- Develop and maintain a strong network of potential workforce development partnerships with federal, state, and local agencies, advocacy organizations, higher education institutions, philanthropic foundations, and other potential strategic partners.

## QUALIFICATIONS

The ideal candidate will bring most of the following qualifications and skill sets:

- A passionate commitment to SJI's mission, vision, and values and a dedication to creating equitable workforce systems and addressing structural and systemic inequities.
- At least 5 to 7 years of senior-level leadership experience combined with strong expertise and understanding of the workforce development eco-system and its diverse components, ideally as a hands-on practitioner or generalist.
- Proven leadership work with community-based, higher education, or educational organizations, providing high level workforce consultative support and/or policy advocacy.
- Demonstrated ability to achieve targeted funding and business development goals by means of strategic positioning, flexible direction, and team-oriented leadership.
- A collegial and thoughtful manager with a demonstrated ability to hire, supervise, and mentor a team of highly skilled professionals.
- An innovative and entrepreneurial mindset with the potential to identify new opportunities to advance SJI's mission through consulting and policy work.
- Demonstrated ability to develop new funding opportunities to support the consulting work through a strong network within the national workforce development eco-system.
- Strong motivational and interpersonal skills that value collaboration, integrity, and excellence in work with strong client outcomes.
- Solid financial management skills with experience in budget analysis, forecasting, and planning, including a keen understanding of public funding, contracts, and grants.
- Excellent communication skills, including strong listening, written, verbal, research, and presentation skills.
- Ability to work remotely with a flexible schedule and travel as needed.



## COMPENSATION AND BENEFITS

The salary range for this position is \$135,000 to \$150,000 that includes an annual performance bonus plan. Benefits include medical (100% fully covered for an employee), dental, vision, short- and long-term disability, life insurance, health and dependent care, flexible spending account, 401(k) with an employer match of 4% (all contributions are 100% vested immediately), 15 days of paid time off, 5 personal days, 8 national holidays, holiday leave (December 26 to December 31), along with personal/medical, parental, military, and domestic violence leave. Additional benefits include professional development, tuition reimbursement, employee discount services, remote work support (computer, printer, desk), internet and cellphone stipends.

## WORK ENVIRONMENT

SJI operates in a hybrid flexible work environment where remote work is supported and encouraged. However, in-person requirements on client projects, conferences, organizational events, and other occasions will be required. While the demand from clients for travel is unknown post-COVID, estimated travel for the position is 20% for a candidate in Washington State. For candidates in other locations, this may raise to 30%. All SJI employees are required to be fully vaccinated against COVID-19.

## APPLICATION

Seattle Jobs Initiative has retained Campbell & Company to conduct this search. The team for this project includes Dan Nevez, Vice President, and Alexandra Catuara, Consultant. To be considered for this opportunity, please send a letter of interest and resume to:

### ALEXANDRA CATUARA

Consultant, Executive Search  
[anc@campbellcompany.com](mailto:anc@campbellcompany.com)  
(312) 506-0060 direct

*Seattle Jobs Initiative is an Equal Opportunity Employer.*

*As an Equal Opportunity Employer, SJI encourages people of all backgrounds to apply, including BIPOC, immigrants, refugees, women, LGBTQIA2S+, people with disabilities, and veterans. We recognize your unique qualities and the value you bring to our commitment to the communities we serve. Together we create and preserve inclusive and equitable environments.*

