



Clean Slate Initiative

Vice President of Programs

*Flexible, USA

What is the Clean Slate Initiative?

The Clean Slate Initiative (CSI) was founded in 2019 as a national bipartisan organization advancing policies to automate and expand eligibility for record clearance. One in three Americans lives with a past record of arrest, conviction, or incarceration that limits their ability to find work, continue their education, obtain a professional license, or fully participate in family and civic life.

The Clean Slate Initiative's vision is that everyone in America should have a fair opportunity to work, have a safe home, take care of their families, and contribute to their community. We achieve this vision by uniting businesses, advocates, community members, and impacted people across the country to ensure that conviction and non-conviction records are no longer a life sentence to poverty, and past mistakes will no longer define our futures. Since its inception, the organization has won clean slate policies in Utah, Michigan, Connecticut, Delaware, Colorado, and Oklahoma. Altogether, these policies will remove barriers and increase opportunities for more than two million Americans.

CSI's strategic plan includes the goal of clearing conviction and non-conviction records for at least 4.4 million people, including nearly 1 million Black people, by 2025. To achieve this scale, CSI is growing its remote staff.

The Clean Slate Initiative promotes a culture of collaboration, accountability, and learning. Eighty percent (80%) of our staff are directly impacted, and fifty-six percent (56%) are employees of color. By centering the experiences of people directly impacted by the criminal legal system at all levels of the organization, we transform pain into power. All staff gather for several days each quarter to develop quarterly priorities and think creatively together. In addition, we engage in at least one learning trip a year as part of our goals for stakeholder development and building shared values.

Position

Reporting to the Executive Director, the Vice President of Program will be a key member of the leadership team, overseeing the execution of CSI's programmatic and campaigns strategy and identifying opportunities to further leverage CSI programmatic impact. The VP of Programs will integrate state and federal efforts to advance automatic expungement of past records, to coordinate with a wide range of bipartisan allies and to manage a staff team of colleagues responsible for implementing Clean Slate's strategy. The VP will work closely with other senior staff team members to ensure seamless coordination across state field, legislative, policy and coalition tactics that, together, advance CSI's goals to lift barriers and increase opportunity for millions of Americans with conviction and non-conviction records.

This leader will have the opportunity to coach and mentor a highly collaborative, close-knit and mission driven team. There are currently three people on this team, however the

organization anticipates hiring at least two to five additional members of the programs team within the next year.

This is an exciting opportunity to be part of a movement transforming lives impacted by the criminal justice system. The ideal candidate comes from a background in a political field and/or community organizing, policy, or advocacy. In addition, they possess a track record of developing and executing large-scale programs that have moved the needle on policy wins. This is a leader who must be highly mission-driven and passionate about dismantling injustices caused by the criminal justice system. They must be deeply relational, community-oriented, and culturally competent. They have experience engaging with directly impacted communities and approach this work from with an intersectional lens. They are strategic and focused on the goal of winning Clean Slate policies.

Responsibilities

- Oversee the implementation of all campaigns and programs including strategy, execution, and impact measurement.
- Create and execute a strategy for the programs team, including the state-level campaigns to win clean slate policies in key states as identified in the CSI strategic plan.
- Think creatively and guide strategic initiatives forward with a consultative and collaborative approach, supported by detailed research and analysis.
- Serve as a key thought partner to the Senior Leadership Team in planning CSI's longer-term trajectory, growth, and organizational development strategies.
- Integrate the campaign and policy strategies of the program team with the organization's strategy, ensuring coordination and facilitating a culture of constant learning and evolution in service to the mission.
- Maintain an understanding of major trends, developments, and insights affecting the criminal justice system and directly impacted communities that will inform strategic priorities.
- Develop materials, training, and other tools as needed that integrate a deep consideration of equity in CSI's work.
- Represent CSI externally alongside or in place of the Executive Director to advance the mission and policy efforts, advance partnerships, and pursue the mission of clean slate policies to transform people's lives.
- Oversee CSI's grantmaking processes, ensuring that grantees receive support to build program capacity and effectiveness through an efficient grantmaking process.
- Develop strategies that will maximize synergies across teams and campaign initiatives.
- Develop, build, mentor, and coach a high-performing team, defining clear metrics for success and identifying opportunities for professional growth and leadership.

- Work with staff to develop objective performance measurements across all sites, to ensure consistent, high-quality evaluation and goal setting for all employees.

Must-Have Qualifications

- Minimum of 15 years of experience in organizing (political or grassroots), civic engagement, or issue advocacy campaigns in states or at the national level including experience managing staff, coalition partners, and contractors with a track record of wins.
- Previous experience working for large institutions that conduct campaign-style advocacy or with largescale campaigns that integrate state and federal policy goals.
- Strategic thinker with strong capacity to identify opportunities, anticipate challenges, exercise good judgement under pressure and in a wide variety of legislative and political scenarios.
- Compelling and persuasive communicator to a variety of audiences.
- Fluency with all aspects of routine campaign management including power analysis, advocacy, organizing, volunteer management, data, communications, grassroots organizing, etc. And familiarity with a range of basic tools commonly used in campaigns like voter files, organizing tools, digital mobilization tools, and data tracking systems, etc.
- History with and commitment to work for and with racially and economically diverse communities and organizations.
- Ability to set clear priorities, delegate, and guide investment in people and systems; keen analytic, organization and problem-solving skills to support and enable sound decision making
- Strong project management skills managing complex, multifaceted projects resulting in measurable successes and program growth
- Demonstrated success in hiring, recruiting, managing, developing, coaching, and retaining individuals and diverse teams, empowering them to elevate their levels of responsibility, span-of-control and performance
- Deeply relational with excellent interpersonal skills and ability to build strong, transparent, and trusting relationships across different constituent groups
- Nimble, action-oriented; the ability to make sound decisions quickly with limited information.

Valued and Non-Essential Education, Experience, Knowledge, Skills and Ability

- Experience as a directly impacted person who has a record or with a family member who has a record is valued.
- Background or policy expertise on criminal justice, workforce or re-entry issues or direct experience working with justice impacted people is helpful but not required.

- Previous experience as a grassroots organizer, political field organizer, or on candidate/issue campaigns is helpful.
- Previous experience with fundraising, grantmaking or working for a funding intermediary is helpful.
- Ability to honestly assess limitations, identify opportunities, and leverage short-term losses for longer-term achievements.
- Comfortable with accountability: transparency when you make mistakes, reliability as a colleague who can be counted on to do the things you commit to.
- Collaborative and oriented towards working with others inside and outside the organization.
- Committed to building a resilient organization that delivers significant impact from the ground up.
- Tolerance for ambiguity and understanding that as a new organization we are still developing our internal and external processes.

Compensation & Benefits

This is an outstanding opportunity for a highly motivated senior leader to join a highly respected and rapidly growing organization. Clean Slate Initiative is prepared to offer a very attractive compensation package, including a competitive base salary of \$190,000–\$210,000. In addition, Clean Slate Initiative will offer a comprehensive benefits package that includes 100% employer-paid health, dental, and vision insurance, 3% automatic contribution and a 3% employer match on 401k contributions, pre-tax transportation benefits, and paid holidays, vacation, sick, and volunteer time off.

Location*

This position will require frequent travel, approximately 40%. Candidates must be able to work primarily eastern time business hours. Hybrid office/remote work will be provided for candidates in proximity to Orlando, FL and an arrangement will be discussed through the hiring process.

How to Apply

We encourage all applicants to review our website to fully familiarize themselves with the Clean Slate Initiative before applying: www.cleanslateinitiative.org. If you are interested in applying for this position, please click below.

To apply to this position, please click [HERE](#).

Hiring Statement

Clean Slate Initiative is a project of New Venture Fund (NVF), a 501(c)(3) public charity that incubates new and innovative public-interest projects and grant-making programs. NVF is committed to attracting, developing and retaining exceptional people, and to creating a work environment that is dynamic, rewarding and enables each of us to realize our potential. NVF's work environment is safe and open to all employees and partners, respecting the full spectrum of race, color, religious creed, sex, gender identity, sexual orientation, national origin, political affiliation, ancestry, age, disability, genetic information, veteran status, and all other classifications protected by law in the locality and/or state in which you are working.

COVID-19 Policy

To center the safety and well-being of its employees, New Venture Fund requires that any employee who is required to conduct in-person activities for their job must be fully vaccinated against COVID-19 within four weeks of their start date. This position may require candidates to be fully vaccinated against COVID-19. Accommodations may be sought and approved in accordance with the law by contacting human resources at HR@newventurefund.org.

This position description is based upon material provided by the Clean Slate Initiative, an equal opportunity employer.

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