

Project Director of Racial Equity Initiatives JOB POSTING

The Mission, Vision, and Values of Sacramento Steps Forward (SSF) is to end homelessness through leadership, convening partners, data-driven best practices, and improving system performance. Our vision is an equitable community where everyone has a safe place to call home. We believe in human-centered, community-inspired solutions, with a focus on equity, transparency, and continuous learning.

The Project Director of Racial Equity Initiatives (“Project Director”) is responsible for leading and advancing racial equity strategies within the Sacramento County Continuum of Care (CoC) and Sacramento Steps Forward (SSF). This position demands an in-depth understanding of the systemic factors contributing to racial disparities in homelessness, particularly affecting Black and Indigenous populations. The Project Director will oversee cross-sector projects, foster stakeholder engagement, and implement policies that promote a more equitable homeless response system.

SSF has identified “Lead the HRS to evaluate and ensure a racially equitable homeless response system” as a core service. This position is the designated project manager for the enterprise-wide priority project to “Revise and Implement the Racial Equity Action Plan.” Responsibilities germane to this core service and priority project include leading the implementation of the CoC Board’s Racial Equity Action Plan and managing the CoC Board’s Racial Equity Committee.

SSF embraces technology to develop ongoing efficiencies. Currently, the office is a hybrid operation. This is a hybrid position and will require you to report to the office periodically.

Essential Duties and Responsibilities include the following:

- **Strategic Leadership**
 - Leads the implementation of data-driven racial equity analysis, disaggregating data by race and ethnicity to address disparities in the homeless response system.
 - Identifies and addresses root causes of homelessness for people of color, particularly Black and Native American communities, and incorporate these findings into SSF’s strategic planning.
 - Champions leadership development within SSF that reflects the racial and ethnic diversity of the populations served.
- **Project Management**
 - Oversees initiatives that reduce barriers to shelter access and improve equitable outcomes, ensuring that services are free from racial bias and oriented towards permanent housing.
 - Advocates for and develop policies that ensure equitable resource allocation, prioritizing historically marginalized communities.
- **Community Engagement and Stakeholder Management**
 - Strengthens partnerships with BIPOC-led organizations and ensure their central role in decision-making processes.
 - Leads advocacy efforts to eliminate racial disparities in housing and homelessness, providing training and education on racial equity.
- **Organizational Development**
 - Develops and implement training programs that enhance cultural competency across the organization, ensuring staff are equipped to engage effectively with communities of color.
 - Promotes diversity within SSF’s leadership and management teams to reflect the demographics of the populations served.
- **System Outcomes and KPI Management**
 - Regularly tracks and reports on KPIs related to racial equity, including shelter access, resource allocation, and service delivery, using this data to drive continuous improvement.

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- Ensures that system modeling efforts are guided by a racial equity lens to create a homeless response system that effectively serves people of color.
- **Management of the CoC's Racial Equity Committee (REQC)**
 - Leadership and Coordination: Leads the REQC, aligning it with SSF's strategic goals and the Racial Equity Action Plan.
 - Recruitment and Engagement: Recruits and onboards diverse REQC members, prioritizing those with lived experiences and BIPOC-led organizations.
 - Facilitation: Facilitates regular meetings, promote collaboration, and ensure productive decision-making.
 - Training: Provides ongoing training on racial equity and cultural competence.
 - Performance Monitoring: Tracks key performance indicators (KPIs) and ensure REQC recommendations are integrated into CoC policies and operations for systemic change.
- **Subject Matter Expertise**
 - Serves as SSF's expert on racial equity, providing guidance on best practices, frameworks, and tools to address racial disparities in homelessness.
 - Analyzes data to identify systemic inequities and recommend evidence-based solutions to integrate racial equity across all SSF programs and initiatives.
 - Stays updated on the latest research, policies, and trends related to racial equity, ensuring that SSF's strategies are informed by current knowledge and best practices.
- **Communications**
 - Develops and delivers clear, compelling communication materials on SSF's racial equity initiatives, tailored to various stakeholders including the CoC board, community partners, and the public.
 - Prepares reports, presentations, and updates for decision-making bodies, ensuring they reflect the organization's commitment to racial equity.
 - Acts as a spokesperson for SSF on matters of racial equity, representing the organization in public forums, meetings, and media engagements.
- **Internal Support and Coordination:**
 - Provides leadership and guidance to SSF staff on integrating racial equity into their work, fostering a culture of inclusivity and continuous learning.
 - Collaborates with department heads to ensure alignment of racial equity goals with broader organizational strategies.
 - Supports the Partners with Lived Expertise Specialist and other staff members in their professional development, offering mentorship and resources to strengthen their work on racial equity initiatives.
- **Other:**
 - Regular, predictable attendance is required.
 - Ability to get along and work effectively with others.
 - Other duties may be assigned.

Ideal candidates will possess the following knowledge, skills and abilities:

- Expertise in racial equity tools and frameworks, particularly in homelessness services, with a deep understanding of systemic factors contributing to racial disparities.
- Strong strategic planning, project management, and organizational skills with the ability to lead complex initiatives.
- Exceptional communication and interpersonal skills to engage diverse audiences and facilitate complex discussions.

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- Proficiency in data analysis and project management software, such as Asana.

Other Qualifications: Applicants with lived experience of homelessness are strongly encouraged to apply. We believe that individuals who have firsthand experience navigating the challenges of homelessness bring invaluable perspectives and insights to our work. Your unique experiences and understanding of the issues facing those we serve will be integral to shaping and improving our programs, policies, and strategies aimed at ending homelessness in our community.

Examples of preferred certifications include:

- Certified Diversity Professional (CDP) - Focuses on foundational diversity management skills and knowledge.
- Project Management Professional (PMP) - Recognizes competence in leading and directing projects.
- Racial Equity and Social Justice (RESJ) Certificate - Offers specialized training in racial equity practices and social justice frameworks.
- Data Analytics for Social Impact - Helps in using data to drive equity-focused decision-making.

Education and/or Experience:

Bachelor's degree (B.A.) from four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience. Preferred: Master's degree (M.A.) or equivalent; or four to ten years related experience and/or training; or equivalent combination of education and experience.

Compensation and Benefits:

Compensation range: \$91,800-\$112,200/annually; Planned maximum is at the mid-range at hire, DOE. Full-time, exempt position with benefits; health, dental, and vision, 401k, accrued time off and paid holidays.

To Apply:

If you qualify, please submit your application, cover letter, and resume to jobs@sacstepsforward.org; once submitted we will be in contact with you. You will find the employment application [HERE](#). **Please note that your submittal will not be reviewed unless all required items are received, including the application, cover letter, and resume.**

The position will be open until filled. Please do not contact Sacramento Steps Forward directly. No phone calls or personal visits will be accommodated without an appointment. Staffing and recruiting agencies, please do not respond.

We strive for inclusivity, equity, and diversity by attracting extraordinary people from diverse backgrounds and lived experiences. We promote equal opportunity in the recruitment, selection, training, compensation, promotion, and benefits of all employees.

Sacramento Steps Forward is committed to the principles of being an equal opportunity employer. Sacramento Steps Forward organizational policies, practices, programs, activities and decisions regarding employment are not based on a person's race, color, sex, age, sexual orientation, gender identity, religion, national origin, disability, veteran status, parental status, housing status, or other protected status, in accordance with applicable law.

Sacramento Steps Forward is committed to the full inclusion of all qualified individuals. In keeping with our commitment, Sacramento Steps Forward will take the steps to assure that people with disabilities are provided reasonable accommodations. Accordingly, if reasonable accommodation is required to fully participate in the job application or interview process, to perform the essential functions of the position, and/or to receive all other benefits and privileges of employment, please contact jobs@sacstepsforward.org.