



## Position Description

### Director, Equitable Quality Improvement Systems

David P. Weikart Center for Youth Program Quality

**FULL TITLE:** Director, Equitable Quality Improvement Systems

**SUPERVISOR:** Managing Director, Weikart Center for Youth Program Quality

**PURPOSE:** The Director, Equitable Quality Improvement Systems is a key addition to the leadership team of the Forum for Youth Investment's Weikart Center for Youth Program Quality. The director will lead the design and implementation of transformational continuous improvement systems that center racial equity and social justice in the youth-serving fields. This role will lead a team of people and projects focused on building equitable continuous quality improvement systems using the Weikart Center's Youth Program Quality Intervention (YPQI) and related assets. The director will be a key leader to help the Weikart Center create tools, resources, and supports for leaders to dismantle structural inequality in youth-serving systems and design transformative, equitable, and just programs and services for young people, families, and communities.

**SALARY:** Targeted in the low 100's with a comprehensive benefits package

## Organization & Background

Founded in 1998, **the Forum for Youth Investment** is a national nonprofit, nonpartisan "action tank" committed to changing the odds that all children and youth are ready for college, work, and life. The Forum connects leaders to ideas, services, and networks that can help them make more intentional decisions that are good for young people, even in the face of limited resources. It helps leaders who are trying to improve & align policies, plan & partner for impact, and/or strengthen programs & adult practice across all the systems and settings where young people spend time. The Forum is a thriving organization with a budget of \$11 million, a staff of 50, and headquarters in Washington, DC. The Forum is currently working to more clearly define and live into our commitment to be an anti-racist organization, focused on dismantling structural racism in youth-serving systems.

In 2008, the Forum created the **David P. Weikart Center for Youth Program Quality** to strengthen programs and adult practice by building the capacity of public and private agencies to implement quality improvement and performance systems that simultaneously foster professional learning and whole-child development. The Weikart Center's research-based core tools and resources are currently used in over 4,500 out-of-school time settings nationally and form the basis for quality improvement systems in over 140 publicly and privately funded systems. The Weikart Center helps youth-serving systems build the safe, supportive, interactive, and engaging environments that are foundational to youth development. From data-driven tools to expert trainings, we equip leaders who serve young people with the positive youth development and SEL-informed resources they need to create a culture of continuous improvement for staff and for youth. As part of the Forum's commitment to be an anti-racist organization, we are working to make racial equity and social justice at the center of our program quality improvement efforts.

## Position Responsibilities

% of Time

(1) **Transformative Continuous Quality Improvement Systems Design and Implementation.**

50%

Provide thought leadership and direction to support the Weikart Center to leverage existing tools and resources related to youth program quality improvement to dismantle structural racism and advance racial equity and social justice in youth-serving systems.

- Provide day-to-day planning and management support for a portfolio of projects that support the scaling of equitable high quality out-of-school time systems, with the potential to intersect or work directly with other youth-serving systems.
- Adopt collaborative and participatory approaches to working with field partners to allow us to consistently identify and amplify practices, frameworks, tools, and resources that support equitable youth-serving systems, including the adaptation and revision of current Weikart Center tools and resources.
- Work to explicitly and systematically center traditionally marginalized voices and ideas to ensure and honor the inherent power, autonomy, community narrative, and leadership of those most affected by injustice in youth-serving systems.

(2) **Thought Leadership & Knowledge Management.** Stay current on research and practice trends in the allied youth fields to support the Weikart Center's ability to offer practical, useful, and research-based strategies for improving learning environments that result in equitable outcomes for young people, through a focus on high-quality practices, continuous improvement, and equitable system design.

30%

- Lead the development and dissemination of the Weikart Center's project leadership approach that centers racial equity and social justice.
- With other leaders and staff across the organization, represent the Forum at conferences and other public events. Disseminate key ideas and innovations via presentations, publications, and other channels.

(3) **Organizational Leadership and Talent Management.** Coordinate with other leaders across the Forum and within the unit to align organizational, unit, and staff priorities, and to support a committed team with common drive and sense of purpose that 'models our mission' internally and externally.

15%

- Lead, mentor, and provide management oversight for professional staff.

- Identify opportunities for advancing staff skills and expertise.
- (4) Assume responsibility for other projects and new assignments related to the scope of this role. Contribute to unit and organization-wide priorities and special projects as appropriate. 5%

### Performance/Character Requirements

We are looking for leaders who center racial equity and social justice in their approach and substance. People who are continually learning and growing, and are passionate about youth development, data use, racial equity, and social justice. People who are analytical, see the big picture, and suggest strategic shifts of direction – while simultaneously keeping track of details and making sure the work moves forward. People who are adaptable in a context of change, learning, and growth. People who work hard and take pride in their work and support colleagues to do the same, while knowing that the work is complex and messy, and mistakes are a part of the process. We love what we do and want you to as well. The **Director, Equitable Quality Improvement Systems** position is an exciting opportunity for those who enjoy leading a team that values relationships, integrity, and solving problems by centering voices and perspectives that have been traditionally marginalized; and encouraging and celebrating learning and growth.

### Qualifications

Eight (8) or more years of experience leading in youth-serving systems. A degree in youth development, social work, education, or related fields is preferred.

In addition, the successful candidate will have:

- Demonstrated expertise in leading transformational change efforts that center racial equity and social justice in youth-serving systems
- Direct experience working with Black, Indigenous, and people of color staff, youth, and communities
- Knowledge of the Weikart Center’s Youth Program Quality Assessment, Youth Program Quality Intervention, social and emotional learning resources, and/or low-stakes quality improvement policies and systems

### Working Environment

Flexibility is required to adapt to the dynamic work environment of a small non-profit research and consulting organization that has national and international clients and exposure. The climate is informal but mission-driven. The Forum’s Weikart Center team transitioned to be fully remote during the COVID-19

pandemic and is hiring staff to join our fully remote team. Occasional travel (to be reimbursed by the Forum) is expected for in-person team meetings and client/partner meetings (estimated 5-15% time).

### Position & Compensation

The salary range, duties, and responsibilities of this position meet the requirements of Section 13 (a) (1) of the Fair Labor Standards Act and therefore qualifies as an "exempt" position. The salary is targeted in the low 100's, with a comprehensive benefits package that includes medical, dental, and vision insurance; short- and long-term disability; a 403(b) retirement program; and generous paid vacation, sick and holiday time.

Please send resume and cover letter to: [jobs@forumfyi.org](mailto:jobs@forumfyi.org). Applications will be reviewed on a rolling basis. If your application is selected for an interview, you will be contacted directly. No telephone calls or inquiry emails, please.

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*The Forum for Youth Investment is committed to creating a diverse work environment and is proud to be an Equal Opportunity Employer and drug-free workplace, and to comply with ADA regulations as applicable. All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, gender identity, pregnancy, age, national origin, ancestry, physical/mental disability, severe/morbid obesity, medical condition, military/veteran status, genetic information, marital status, ethnicity, alienage or any other protected classification, in accordance with applicable federal, state, and local laws. We encourage individuals of all backgrounds to apply. If you are a qualified candidate with a disability, please email us at [jobs@forumfyi.org](mailto:jobs@forumfyi.org) if you require a reasonable accommodation to complete your application.*