

Organization: Results for America
Role: Manager, Economic Mobility
Reports to: Vice President, Evidence-Based Policy Implementation
Location: New York, NY or Washington, D.C.

Organization Overview

Results for America (RFA) is the leading, national nonprofit organization helping policymakers at all levels of government harness the power of evidence and data to solve the world's greatest challenges. Our mission is to make investing in what works the "new normal," so that, one day, all government leaders use rigorous evidence and quality data to inform important policy and funding decisions. We believe that data-driven and evidence-based policy decisions could significantly increase the impact of the over \$1 trillion that governments spend annually to address the needs of the most vulnerable Americans.

Since its launch in 2012, Results for America has successfully shifted billions in federal funds toward evidence-based policies and programs; built a large bipartisan Invest in What Works coalition, with more than 450+ leaders at the Federal, state and local levels; created highly effective communications campaigns that have raised the awareness and credibility of evidence-based policymaking; and, in partnership with Bloomberg Philanthropies, launched What Works Cities to help more than 150 mid-sized cities use data and evidence to improve residents' lives.

What Works Cities (WWC) Initiative Overview

What Works Cities, a Bloomberg Philanthropies initiative, helps city governments across the country improve residents' lives by using data and evidence effectively to tackle pressing challenges. Operating as a partnership of four mission-driven organizations, WWC works directly with city leaders and staff through coaching and implementation support, a range of online and in-person learning opportunities, and a growing professional network. WWC's support is guided by a national standard of excellence in data-driven governance. Since our launch in 2015, we have helped more than 150 cities make progress on their most pressing issues, from health and public safety to homelessness and blight.

In November 2018, Bloomberg Philanthropies, the Bill & Melinda Gates Foundation, and Ballmer Group [announced](#) a \$12 million project that aims to help ten communities analyze economic mobility in American cities and develop interventions that can increase residents' economic progress. The project works to identify barriers to economic mobility, understand the impact of potential interventions, and share what works. Results for America manages this initiative.

Position Overview

Results for America is seeking a highly-skilled, energetic, entrepreneurial professional to manage the successful execution and reporting of all economic mobility intervention projects as well as technical assistance projects in each of the cities participating in the What Works Cities Economic Mobility initiative. Economic mobility is a strategic priority at Results for America, and this position represents an exciting opportunity for a dynamic professional to help the organization achieve impact and shape future public policy decisions for how government advances mobility outcomes for residents. Excellent project management, relationship-building and interpersonal skills, and creativity are required. Previous experience in the field of economic mobility and previous work with cities is ideal but not a requirement for the position.

This position will primarily interact with local government and community-based leaders and staff, and well as colleagues at Results for America and What Works Cities partner organizations. The day-to-day work involves managing, executing and reporting out on local economic mobility project activities, including hosting city progress calls, tracking all project learnings and wins, executing all city granting activities totaling nearly \$1.5 million, and providing written progress reports for funders.

Position Reporting Relationship

This position reports to the Vice President for Evidence-Based Policy Implementation

Position Responsibilities

The Manager, Economic Mobility is responsible for managing the successful execution and reporting of all local economic mobility projects, including intervention projects and technical assistance projects, in each of local communities participating in the What Works Cities Economic Mobility initiative.

Specific position responsibilities include, but are not limited to:

- Hosting monthly city progress calls with local communities to receive updates on their work, capture wins and learnings, help problem-solve barriers and challenges to implementation, incentivize progress toward What Works Cities certification and build connections to other resources and opportunities to support local work.
- Regularly updating all impact, learning and wins from local economic mobility projects in Salesforce and via weekly written reporting updates.
- Executing all city granting activities totaling nearly \$1.5 million, including executing all grant agreements, conducting internal compliance reviews; recommending granting; drafting and ensuring completion of all paperwork and fund transfers; administering receipt of all interim and final reports; providing substantive feedback on all grant proposals and reports; tracking progress for all grants; and suggesting process improvements for internal management.
- Providing written progress reports for funders in the form of memos, slide deck presentations, funder reports and related updates.
- Using the successes from this initiative to help tell the story of the impact of our work, through written pieces, summary findings, and other related ways.
- Using the weaknesses and failures from this initiative as opportunities to create recommendations for improvement in our future work.
- Ensuring the operational learnings and innovations from the Economic Mobility initiative are shared across RFA/WWC.

This is a full-time, exempt position at 40 hours per week based in RFA's New York, NY or Washington, D.C. office. There may be instances where the Manager, Economic Mobility is required to travel for meetings, site visits or conferences and work additional hours, as needed. Please note that as a result of COVID-19, this position will begin working remotely until Results for America has reopened its offices.

Qualifications and Skills

- Strong commitment to the Results for America mission and vision
- Bachelor's degree and 6 to 8 years of relevant experience, with a preference for experience working in research and policy organizations/think tanks, government, higher education, advocacy and/or other mission-driven nonprofits
- Outstanding project management skills, including strong capacity to manage and coordinate simultaneous projects and successfully prioritize among multiple tasks
- Ability to investigate an issue, ask thoughtful questions, and recommend solutions
- Ability to build a logical approach to addressing problems by drawing on own knowledge and experience or by seeking other references or resources as appropriate
- Excellent organizational skills and attention to detail, with the ability to establish and implement systems to ensure the successful completion of projects
- Excellent written and verbal communication skills
- Outstanding interpersonal skills and ability to build relationships with local leaders, external partners, organizational leadership, and other stakeholders
- Collegial and team-oriented attitude and perspective, with the ability to work independently, quickly and efficiently under pressure in a fast-paced environment
- Ability to think proactively, take initiative, and see tasks through to completion with appropriate follow-up
- Commitment to advancing diversity, equity and inclusion
- Comfort working from home and in a shared, open-plan office setting
- Proficiency in Microsoft Office, Salesforce, Asana, Google Suite, and experience using design tools (Adobe Illustrator/InDesign) welcome.

Compensation

RFA offers a competitive salary and a generous benefits package, including full health benefits, a 403(b) plan with employer contribution, and paid time off.

How to Apply

To apply for this position, please send your cover letter, resume and salary requirements to recruiting@results4america.org. The subject line of your email should read "YOUR NAME – Manager, Economic Mobility." Please note that your cover letter should be no longer than one page and specifically detail your interest in this position.

Results for America is an equal opportunity employer and actively encourages people from minority groups and diverse backgrounds to apply for positions within our organization.