

Organization: Results for America

Role: Associate, Opportunity Accelerator Partnerships

Location: Flexible

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 advance economic mobility and racial equity.

Founded in 2012, RFA spent its first three years partnering with policy innovators to build the credibility of evidence-based policymaking, securing early and important wins in education, expanding its work to multiple levels of government and driving awareness and demand through carefully orchestrated education and communication campaigns. During its second phase (2015-2018), RFA worked to demonstrate the power of evidence-based policymaking in ways that resonate with an even broader universe of elected officials and policymakers. Now in its third phase of work, RFA intends to demonstrate that governments at all levels can make faster, more lasting progress in accelerating economic mobility for residents when they use evidence and data in decision-making. By creating specific issue-area wins, RFA will further cement support for evidence-based policymaking among all policymakers as the "new normal."

Initiative Overview

Opportunity Accelerator (OA) is a signature initiative of RFA, designed to work in close partnership with state and local stakeholders to help advance economic mobility, racial equity, and well-being for residents. The Opportunity Accelerator (OA) supports RFA's theory of change by building the public sector's capacity to understand and advance key community priorities, by leveraging data and evidence and authentically engaging and collaborating with community partners. The OA seeks to do this by dramatically improving the impact of government investments in a small number of jurisdictions. The OA will help communities diagnose problems' root causes; design, implement, and evaluate policies and programs; and work closely with place-based partnerships to accelerate social and economic outcomes.

Position Overview

Results for America is seeking a driven entrepreneurial professional who is committed to helping the government become a more effective and responsible actor in a larger ecosystem working to advance the well-being of individuals by advancing economic mobility and racial equity.

RFA is seeking a professional, who works well within a collaborative environment, to support the initiative-wide strategy for the Opportunity Accelerator partnership. The Associate will be supporting the Associate Director, OA in developing the initiative's impact framework and performance management processes; planning and executing the initiative's quarterly stocktake meeting; and contributing to the program's continuous improvement processes and long-term strategy.

Position Reporting Relationship

The Associate, Opportunity Accelerator will report to the Associate Director, Opportunity Accelerator.

Position Responsibilities

Position responsibilities include, but are not limited to, the following:

Programmatic Support (55%)

- Support the creation and execution of a performance management process to track progress and impact across the organization and external stakeholders, including:
 - Identifying and refining impact indicators;
 - Operationalizing the OA's learning agenda
- Assist in the development and testing of a scale model to spread the impact of the initiative across communities; and
- Other programmatic-related tasks as needed.

Meetings and Events Coordination (30%)

- Support the Associate Director, OA in the planning and execution of quarterly stocktake meetings with all OA partners and funders, including:
 - Identifying and scouting locations and venues;
 - Coordinating with partners/leads to develop and finalize the agenda, including session content and team-building activities;
 - Supporting information sharing across the partnership;
 - Supporting a post-convening feedback process and retrospective; and
 - Providing technical and logistical support during webinars, convenings, and other external meetings

Administration (15%)

- Support the development of grant reports and deliverables
- Maintain Salesforce and other databases with accurate relationships and programmatic records and information
- Provide program-specific project management support including, but not limited to, developing presentations, memos, and other materials

All RFA employees are expected to participate in the organization's diversity, equity, and inclusion (DEI) efforts.

This is a full-time, exempt position.

Qualifications and Skills

The ideal candidate will have the following qualifications:

Experience:

- Bachelor's degree and at least 3-6 years of relevant experience;
- Experience with impact tracking and monitoring and evaluating;
- Enthusiasm and passion for working with local government; and
- Experience in event planning and logistics support is preferred.

Skills and Abilities:

- Strong writing, project management, and interpersonal skills are essential;
- Excellent written, verbal, presentation, and interpersonal skills;
- Ability to use a range of office software, including Word, Excel, and Powerpoint and is comfortable with designing presentations;
- Ability to prioritize and maintain multiple projects simultaneously;
- Excellent organizational skills and attention to detail;
- Strong people and partnership management skills, including the ability to diffuse conflict and participate in complex management and reporting structures;
- An entrepreneurial, learning orientation and an ability to consistently embrace and incorporate direct feedback; and
- Strong commitment to the Results for America and Opportunity Accelerator's mission and vision of advancing economic mobility and racial equity.

Salary and Benefits

At Results for America, all staff members currently receive a compensation package that includes: (1) a salary aligned with RFA's position level and salary bands and against similar nonprofit organizations; and (2) a suite of benefits that includes a choice of medical and/or vision and dental care, paid time off, a 403b retirement plan with employer match, and education and commuter benefits. The salary range for this position is \$62,000 - \$72,000.

How to Apply

To apply for this position, please send your cover letter and resume to recruiting@results4america.org. The subject line of your email should read "YOUR NAME – Associate, OA Partnerships".

RFA is an equal opportunity employer that values/celebrates diversity and that follows a policy of making all employment decisions and personnel actions without regard to race, color, religion, national origin, sex, age, marital status, partnership status, personal appearance, sexual orientation, gender identity or expression, genetic information, family responsibilities, matriculation, political affiliation, disability, status as a victim of domestic violence, sexual offenses or stalking, military status, veteran status or any other category protected under federal, state or local law.