

Organization: Results for America

Role: Senior Manager, Workforce Development

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."

Program/Department Overview

Workforce development is one of Results for America's core issue areas, and the team's work stretches across every level of government at which RFA operates: local, state, and federal. In September 2019, RFA launched the Evidence in Workforce Lab (Work Lab) featuring our [State and Local Workforce Fellowship](#) to help government leaders drive workforce dollars toward evidence-based, results-driven workforce strategies that can help more communities and individuals thrive. Our second cohort of fellows was launched in 2021, and two more launched in fall of 2022, all focused on leveraging evidence through procurements, improving job quality and equity, and building evidence of what works in workforce development.

Our state and local work helps to inform policy and legislation at the federal level to support the development of an equitable and evidence-based public workforce system. The challenges and solutions surfaced through the Fellowship work feed into recommendations and technical assistance that RFA offers to federal agencies, the White House, and legislators.

Position Overview

The Senior Manager for Workforce Development will be critical in supporting our [State and Local Workforce Fellowship](#) and developing related policy recommendations and multi-media content. RFA is seeking a strong leader who is passionate about improving government to achieve equitable workforce outcomes and who has expertise in the public workforce system. The Senior Manager will support the Director of Workforce Development in providing direct coaching, TA, and project implementation for the Fellowship, in partnership with two other team members who will focus on program development and project management.

The Senior Manager also will support the development of federal, state, and local policy recommendations in partnership with the Director and the Vice President of Workforce Development.

Please note that RFA anticipates hiring two Senior Managers from this job description.

Position Reporting Relationship

The Senior Manager for Workforce Development will report to RFA's Director of Workforce Development.

Position Responsibilities

The responsibilities of the Senior Manager for Workforce Development include, but are not limited to:

Coaching, TA, and project implementation related to State and Local Workforce Fellowship initiatives (70%)

Support the development and management of the State and Local Workforce Fellowship including:

- Work alongside the Director of Workforce Development to coach fellows and share subject matter expertise with fellows to support execution of action plans;
- Support the establishment of goals and performance metrics for each cohort;
- Support the development of tools and facilitate training and peer learning sessions related to cohort learning agendas;
- Lead project management for cohort initiatives; and
- Coordinate and communicate with government teams and external partners for fellowship programming.

Research and content development (25%)

- Support the development of workforce policy recommendations at the local, state, and federal level; and
- Contribute to multimedia resources to support the cohort and scale successful strategies to new jurisdictions (eg. blog articles, social media, video recordings, conference

presentations, research projects, and policy briefs).

Programming and event coordination (5%)

- Collaborate with RFA's events coordinator and other workforce team members in the planning of private meetings and public events related to RFA's workforce development work, including workforce fellowship convenings.

Some travel required (approximately 10%). This is a full-time, exempt position.

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

Experience and Competencies

The ideal candidate will have the following qualifications, along with a strong commitment to RFA's mission and vision, including its diversity, equity, and inclusion values.

Experience:

- A Bachelor's degree is required with an additional 8 - 10 years of work experience or related graduate experience strongly preferred;
- Experience working with the public workforce system preferred;
- Experience working with or being in community with populations that are wrestling with chronic issues around economic mobility;
- Experience with and passionate for government innovation;
- Experience guiding at least one FTE; and
- Experience with core components of project management work, including prioritization, delegation, and multi-tasking.

Competencies:

- Clear understanding of the inherent connection between job quality and equity and the related structural challenges present in the workforce system;
- Strong management skills, including relationship management, mentoring, organization, delegation, decision-making, and leadership;
- Skilled facilitator, able to lead engaging group discussions and make progress on shared goals, including in a virtual environment;
- Robust project management skills, including the capacity to manage and coordinate simultaneous projects and successfully prioritize among multiple tasks. Familiarity with project management software, such as Asana, preferred;
- Strong presentation skills, including the ability to produce audience-specific presentation materials with excellence and ease;
- Strong skills in Google Suite, Powerpoint, Excel, and Word;
- Excellent written, verbal, and interpersonal skills;
- Learning mindset and ability to give and receive compassionate, constructive feedback;

- Flexibility and adaptability to shifting circumstances; and
- Open and honest communicator.

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 band for this position is \$82,000-\$98,000.

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 – Senior Manager for Workforce Development".

*** As a reminder, RFA anticipates hiring two Senior Managers from this job description.

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.