

The logo for Safe & Just Michigan features the text "Safe & Just" in a large, white, sans-serif font, with "Michigan" in a smaller, white, sans-serif font below it, all set against a solid blue rectangular background.

Safe & Just Michigan

About Safe & Just Michigan

Safe & Just Michigan (SJM) envisions a Michigan in which all are safe in their communities and everyone is responsible for creating accountability, safety and justice. We work to reduce the harm caused by both crime and unnecessary incarceration.

Safe & Just Michigan advances evidence-based reforms that can improve public safety and eliminate unnecessary and wasteful corrections spending. We conduct research, educate, advocate and mobilize support for smart investments in services and programs proven to reduce crime and promote healthy, thriving communities.

We are seeking a qualified candidate for our **director of outreach and community partnerships** position. The position reports to the executive director and the chief operating officer.

This full-time position is headquartered in Lansing, but arrangements may be made for telecommuting as appropriate for the position. The SJM office remains closed during the COVID-19 pandemic. When our office reopens, this position will require a minimum of one day (weekly) in the office.

The selected candidate must provide proof of COVID-19 vaccination and on-going boosters upon hire.

Director of Outreach and Community Partnerships Position Description

The director of outreach and community partnerships leads the planning and execution of SJM's outreach activities and helps maintain SJM's relationships with key community partner organizations. This role is a member of the organization's leadership team. A person in this role is responsible to develop a plan to expand and improve SJM membership's participation in SJM's campaigns and educational offerings.

Responsibilities

- Develop and provide strategic direction for SJM's outreach efforts to achieve goals as outlined in SJM's Strategic Plan, responding to opportunities and changing needs among partners and target audiences.
- Collaboratively develop and implement a comprehensive strategic plan to grow and deepen SJM's relationship with our current community and partner stakeholder organizations and identify areas for collaboration.
- Lead and execute the organization's DEI strategy, including staff training and review of organizational policies and documents, and evaluate outcomes.
- Lead efforts to expand SJM's base of members and partner organizations.
- Develop a plan to better involve and incorporate feedback from stakeholders to inform the design and implementation of SJM programs and advocacy campaigns.
- Support efforts of the policy team to identify new and emerging policy trends, align advocacy priorities with member needs, and better engage members and allies in our policy advocacy work and campaigns.
- Collaborate with the full SJM team to evaluate and improve our customer relationship management (CRM) system (eTapestry), including the development of internal systems to support the collection and input of data.
- Oversee and participate in the simultaneous implementation of a wide range of outreach initiatives with varying timelines, budgets and funders. These initiatives are comprised of events, educational materials, programs, demonstration projects, and collaborations.
- Develop and evolve SJM outreach projects, programs and activities to reach target audiences with key messages and tools with measurable results. Develop partnerships and resources to support them.
- Supervise a small staff of outreach professionals to maximize impact and grow their professional skills and experience.
- Represent SJM at public speaking engagements, workshops, conferences, and on committees to advance outreach partnerships and opportunities.
- Other duties as assigned.

Qualifications

- **Experience in community organizing and/or outreach:** Have skills to organize, mobilize and educate people around SJM policy issues. We are seeking someone with extensive experience advancing community outreach and organizing strategies in Michigan.
- **Project management experience:** Have skills, such as attention to detail and adhering to deadlines, to execute key strategies and meet milestones in the

strategic plan. We seek a person with the demonstrated ability to manage complex projects and to meet goals and objectives in a timely way.

- **Leadership experience:** Ability to effectively lead a small team, including the ability to recognize, recruit, and cultivate talent. We seek a candidate with the ability to train and mentor staff on outreach and organizing skills and strategies, and to successfully manage staff on outreach projects and organizing projects.
- **Communication skills:** Strong interpersonal communication skills, including public speaking, to engage and mobilize a diverse group of stakeholders from across the political spectrum.

Compensation

Salary is based on experience and qualifications and is in the range of \$65,000 to \$75,000. Benefits include generous paid leave time, 12 paid holiday closures and the week of the Christmas holiday, 403(b) retirement plan with up to 3 percent match, and a comprehensive health care package (medical, dental and vision insurance).

To Apply

To apply, email a cover letter demonstrating your interest in this role, relevant experience, and how you meet the above qualifications, along with a resume and two professional references to kate@safeandjustmi.org with "Director of Outreach and Community Partnerships" in the subject line. Only applicants with a complete submission of the requested information will be considered.

This position will remain open until filled – looking to fill the position immediately. Please no phone calls. Only applicants selected for interviews will be contacted.

Safe & Just Michigan considers all qualified applicants and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, prior record of arrest or conviction, citizenship status, current employment status, or military/veteran status in employment. Safe & Just Michigan values diverse experiences, including educational background and justice system involvement.