

### Job Announcement: Executive Director

#### About the Position:

The Jackson Center is seeking a leader who is **1) rooted in abundant community** – Sees, with wonder and joy, the fullness and depth of our community and can cultivate it; **2) an adaptable shepherd** – Can balance chaos and order; **3) humbled by and accountable to community power** – Committed to following the mission and direction of community; **4) a creative connector** – Adept at building authentic relationships across multiple lines of difference; and **5) a response-able storyteller** – Able to lead stewardship of the center and tell the MCJC story. The Jackson Center is a bottom-up organization looking for a leader who understands, respects, and lives this model of community-first work.

#### About the Jackson Center, [www.jacksoncenter.info](http://www.jacksoncenter.info):

Our mission is to honor, renew, and build community in Northside and Pine Knolls, historically Black neighborhoods in Chapel Hill/Carrboro. Northside neighbors are facing market pressures resulting in instability, displacement, and, often, a sense of defeat. We ally with neighbors to respond with what we call community-first planning: we put community knowledge, visions, and values first in every aspect of our work. Our approach is abundance based. Beyond meeting community needs and bridging assets, we build on deep networks of care, long histories of courageous leadership, and rich traditions of creative community to revive the vibrant, diverse, affordable, and family-friendly neighborhoods our neighbors prize. We share with our neighbors an abiding vision of beloved community and a commitment to preserving the future of Northside.

Thanks to our recently retired founding Executive Director's leadership and inspiration, we have the strongest team in the Jackson Center's 10-year history. Together, we are:

- **Inspiring generational change:** We have welcomed 28 families and over 40 children into the neighborhood through the Northside Neighborhood Initiative housing justice work.
- **Inspiring intergenerational change:** Led by a Community Mentor Team of Northside elders and a group of young teachers of color, our local civil rights and oral history workshops reached over 3,000 local kids this year.
- **Inspiring historic change:** Through history-collection events and intensive user-testing with a wide range of neighbors, our team is nearing the completion of the Northside Digital Commons, an interactive, responsive platform housing hundreds of oral histories and historical documents.
- **Inspiring community-driven change:** Guided by our community Compass Group, we recently moved four houses (including three cottages donated by author John Grisham!) to complicated sites in Northside to create quality affordable housing in Northside.
- **Inspiring national change:** We traveled to Salt Lake City, UT, Gainesville, FL, and Charlotte, NC to share our model and story with other communities struggling against displacement and gentrification. Leaders of these communities responded, "It's so moving to learn about a model that is working. It gives us hope that we, too, can bend our markets towards justice."

Community Leader Gladys Pendergraph-Brandon always says, "We are all about change."

**We hope you will consider joining our team to inspire change** - change rooted in history, led by our neighbors, and connected across generations.



**Key Attributes of Executive Director:**

- *Listening-centered:* You believe in the power of listening as the primary mode of community building & organizing;
- *Process-oriented:* You have the technical capacity for systems management and the consistency to maintain current processes effectively;
- *Great communicator:* You have excellent writing, editing, and facilitation skills and the ability to communicate effectively with a wide range of partners, neighbors, and stakeholders;
- *Sense of humor:* You find lightness in the work and take joy in the nuts and bolts of pursuing community justice;
- *Accountable:* You work well independently within the context of a team environment and hold yourself and co-workers to high standards, always with a good dose of grace; and,
- *Relationship-centered & community-driven:* Your relationships with and commitment to community fuels your energy and passion.

**Primary responsibilities of the Executive Director:**

- **Sustain/guide the mission and vision of the Jackson Center:**
  - o Lead by listening, building foundational, trust-worthy relationships, and following the direction of our community
  - o Develop collective belonging in the history, vision, and practices of the Center
  - o Discern and articulate the Center's core values and guiding principles
  - o Promote, support, facilitate, and complement community leadership
  - o Bring focus to our ever-emerging vision with strategic planning (or what we call "victory planning")
  - o Ensure programs are meeting overall mission and community impact
- **Support and develop the strong MCJC staff and board team:**
  - o Manage a highly adaptive, innovative organizational culture while maintaining reliable structure
  - o Respect staff members' diverse gifts and coach them to achieve highest level of accomplishment
  - o Build strong board engagement and leadership in the Center's work
  - o Initiate and manage internal change processes to ensure smooth transitions and a stronger organization
  - o Oversee and strengthen personnel policies and systems of organizational support
- **Build and sustain key partnerships to support community vision:**
  - o Facilitate ongoing collaboration with over 40 organizations in service of our mission
  - o Build strategic partnerships to support the mission of the work
  - o Ensure that all constituents feel, see, and read the power of our distinctive collaboration
  - o Provide event-planning vision and leadership
  - o Make sure we are painstakingly accountable to community, external, and funding partners
- **Lead stewardship of the Center and tell the MCJC Story:**
  - o Lead stewardship & fiscal management of the center including engaging the board, designing/implementing annual private stewardship plan, developing corporate donors, managing grants, and sustaining donor relationships
  - o Ensure fiscal responsibility and transparency and oversee ultimate fiscal stewardship of the Jackson Center
  - o Lead charge for sustainability
  - o Demonstrate an ethic of gratitude and celebration

## Marian Cheek Jackson Center **Job Announcement: Executive Director**

### Qualifications:

Ideal candidates will:

- Have at least five years of community-based leadership experience;
- Have a Master's degree, or commensurate experience;
- Have some demonstrated experience working and living in historically underserved neighborhoods;
- Have an investment in local Black history as told by the people who made it; and,
- Have grant writing/management and fiscal management experience.

### Additional information:

This is a full-time, salaried position with a competitive salary range for a small non-profit depending on credentials, with an additional health stipend and generous holiday and vacation leave benefits. The Jackson Center is a great work environment, with vibrant staff who are committed to living the mission of our work. The Jackson Center is an equal opportunity employer, and strongly encourages applications from people of color, persons with disabilities, women, and LGBTQ applicants. For further information about the Center and its programs, please see our website at [www.jacksoncenter.info](http://www.jacksoncenter.info) or contact Hudson Vaughan, Interim Executive Director, at [HUDSON@jacksoncenter.info](mailto:HUDSON@jacksoncenter.info).

### To apply:

Interested applicants should submit a cover letter and resume/cv with contact information for three references. Additionally, we ask you to submit a 250-word answer or less to the following prompt: "Mrs. Jackson's motto is 'without the past, you have no future.' What does this mean to you?" **Please submit your materials to the email address [apply@jacksoncenter.info](mailto:apply@jacksoncenter.info) with the subject line "Executive Director Application."**

Candidates selected for the interview stage will be asked to submit additional written materials.

**Review of applications begins May 1st with a preferred start date of July 20th.**



Thank you for your interest in our Executive Director Position.

We look forward to hearing from you!

Find out more about the Jackson Center at [www.jacksoncenter.info](http://www.jacksoncenter.info).