PROGRAM OFFICER, EDUCATION

About the Barr Foundation

The Barr Foundation’s mission is to invest in human, natural, and creative potential, serving as thoughtful stewards and catalysts. As stewards, Barr nurtures and enhances vital community assets. As catalysts, the Foundation cultivates and advances the breakthrough ideas that will shape our collective future. Barr focuses on achieving impact as a constructive partner, willing to exercise leadership. Based in Boston, Barr focuses regionally, and selectively engages nationally, working in partnership with nonprofits, foundations, the public sector, and civic and business leaders to elevate the arts and creative expression, advance solutions for climate change, and connect all students to success in high school and beyond. Founded in 1997, Barr has grown to become one of the largest private foundations in New England with assets of more than $3 billion and a 2022 grantmaking budget of $140 million.

A set of core values, defined by Barr’s founding trustees, expresses our beliefs about what constitutes effective philanthropy and guides how the Barr Foundation carries out its philanthropic mission. Barr is committed to strive for impact, act with humility, invest in leaders, take the long view, center racial equity, embrace risk, and demonstrate curiosity. These core values shape our workplace culture, where we engage in learning opportunities on diversity, equity, and inclusion; seek to analyze and adapt our policies, practices, and grantmaking to better reflect our values; and strive to be a place where everyone is valued and included.

For more information on the Barr Foundation, please visit barrfoundation.org and @BarrFdn on Twitter, Facebook, and LinkedIn.

About the Education Program

From its inception, the Barr Foundation has prioritized education as a principal area of funding. Since 2015, the program has worked across the New England region to support more students to achieve college and career readiness. While we work across the entire region, we prioritize areas with significant concentrations of high needs students, with a particular focus on advancing access, opportunity, and outcomes for historically marginalized students. Our program focuses on three strategic levers to transform the high school experience for students, deploying approximately $39 million in grantmaking resources annually:

Catalyze New Models: Fuel fresh designs that fit local contexts and transform the high school experience, to put success within reach of all students
**Build Public Will**: Engage parents and students, educators and civic leaders, and all residents as informed advocates for high-quality schools.

**Invest in Educators**: Develop the pipeline and supports of diverse, skilled, effective teachers and school leaders who bring new educational models to life for their students.

In all of our work, we strive to advance educational equity; so that all young people, regardless of race or background, achieve at high levels.

**About the Position**

Reporting to the Director of the Education Program, the Program Officer will work within the Build Public Will strategic lever. The goal of the Build Public Will strategic lever is to engage parents and students, educators and civic leaders, and residents as informed advocates for high-quality personalized high schools that put success within reach of all students across New England. We seek to elevate the voices of students, parents, educators, and communities of color. We do this by supporting the:

- Accessible and credible information of the current state of education.
- Advocacy organizations that represent a range of stakeholders and amplify their voices.
- Networks and intermediaries that enable coalition building and collective action.

**Key Role and Responsibilities**

**Grantmaking**

- Identify potential grant opportunities related to Build Public Will. Evaluate new proposals, conduct site visits, actively assist organizations in improving the quality of proposals and activities.
- Manage active grants in the Build Public Will portfolio. Assess grantee progress and analyze and act on financial and programmatic reports.
- Engage in a range of beyond the grant supports for grantees, including acting as constructive thought partner and broker of learning and organizational development opportunities.
- Draft internal documents and analyses for Foundation leadership and trustee consideration of funding proposals as well as to assist the Grants Management Team in grant processing.
- Assist with the evaluation of grants or grant clusters in support of program strategy reviews and assist with dissemination of lessons learned, working collaboratively with Barr’s Learning & Evaluation and Communications teams.
- Respond to inquiries and proposals in the program area.
- Consistently coordinate and collaborate with Education team members engaged in the Invest in Educators and Catalyze New Models strategic levers.

**Field Engagement**
• Develop and cultivate strong working relationships with grantees, outside advisors, experts in the field, public sector partners, and colleagues in philanthropy.
• Contribute to the Team’s knowledge by keeping abreast of current trends, emerging issues, policies, political landscape, influential leaders, and best practices.
• Commission papers and program-related reports that broadly contribute to the Foundation and others’ understanding of new approaches, best practices, and issues in education relevant to the program’s interests.
• Organize meetings and convenings of field experts to share best practices, encourage collaboration, and explore strategies for collective impact.
• Learn and provide leadership in the professional field through speaking engagements, writing, and use of social media.

Planning and Strategy

• Support the Director in developing grantmaking strategies that will have a strong impact in areas important to the Foundation and the Education Program.
• Contribute to assessment and modifications of strategy in response to new knowledge and serve as a thought partner on the Education Team.
• Maintain a wide breadth and depth of knowledge about the current trends, professional practices, and policies pertinent to the program overall and the Build Public Will strategic lever specifically.
• Participate in cross-functional working groups, learning opportunities, and special projects to support foundation-wide learning and development goals, including those related to Diversity Equity and Inclusion, and advancing an anti-racist organizational culture and practices.

Desired Qualities, Experiences, and Competencies

• While no single candidate may embody all the qualifications below, an ideal candidate will possess many of the following professional and personal abilities, attributes, and experiences.
• A commitment to advancing racial equity and inclusion in your work and in our workplace.
• A commitment to excellence and equity in education as demonstrated through significant past experience working in the nonprofit, public, or private sector in positions related to engaging student, parent or teacher voice, community power building, coalition building and/or education issue advocacy.
• Subject matter expertise relevant to the program’s strategies including knowledge of both evidence-based best practices and emerging innovations that support the development of student-centered education advocacy.
• The ability to analyze complex organizational and community conditions; understand policy, political and community dynamics; knowledge of organizational development.
• Exceptional quantitative and qualitative analytical skills necessary for identifying investment opportunities, assessing organizational health and capacity, supporting the design of initiatives, and evaluating proposals and outcomes.
• Demonstrated ability to think strategically and execute strategies as part of a team, including the ability to define program objectives, evaluate progress, and support management of projects through a complete lifecycle.
• An understanding of how strategic communications can advance mission-oriented work, including by informing and inspiring action toward meaningful change.
• Strong project, time, and budget management skills; an ability to thrive working under deadlines and handle multiple tasks without sacrificing attention to detail.
• A collegial spirit in sharing ideas and receiving feedback.
• Effective writing and presentation skills, particularly in communicating with diverse constituencies in a variety of settings.
• Detailed knowledge of and demonstrated proficiency in the use of Microsoft Office and Google applications, including Microsoft Outlook, Word, Excel, PowerPoint and Google Drive, Sheets, Docs, Slides
• Bachelor’s Degree

Compensation and Benefits

Barr is an equal opportunity employer, with a commitment to building and fostering a diverse, equitable, and inclusive workplace. We welcome candidates who would both contribute to and value working in such an environment.

The salary range for this role starts at $115,000 and will be determined by factors including experience, readiness for the role, and organizational equity. The Barr Foundation offers an attractive benefits package including generous health, dental, vision, and life insurance; strong retirement savings program; 15 vacation days to start and a parental leave and health leave policies.

Barr is a Compact Signer for the 100% Talent Compact, which is administered by the Boston Women’s Workforce Council, a unique public-private partnership between the Boston Mayor’s Office and Greater Boston employers dedicated to eliminating the gender and racial wage gap. We are proud to be part of this first-in-the-nation approach to reaching pay equity for women and people of color across our region.

How to Apply

Please visit ADP Career Center to apply for this position. Applications will be reviewed on a rolling basis, with applications encouraged by April 29, 2022. All inquiries may be directed in confidence to Denise Gillespie, VP, HR Operations and Shared Services, via email at: barrjobs@barrfoundation.org.

Hybrid Work Environment

This position is based in Barr’s Boston offices on the waterfront in Boston’s North End. The Barr Foundation has initiated its shift from all-remote to hybrid work as of March 2022, and this position would allow for a flexible working arrangement with a hybrid of office, field, and remote work.
COVID-19 Vaccination Requirement

All current Barr employees are required to be vaccinated (including booster) for COVID-19, and we will require any new employees to be fully vaccinated by date of hire as well, absent a medical or religious accommodation as approved by the VP, HR Operations and Shared Services.