



DYNAMIC NONPROFIT SEEKS ONE CHICAGO, ONE NATION PROGRAM MANAGER

Position Offered: PROGRAM MANAGER, ONE CHICAGO ONE NATION

Type of Position: Full Time Position, Located in Chicago (non-negotiable)

Position Available: Beginning August/September 2010

Summary of Organization: Interfaith Youth Core (IFYC) **seeks to make interfaith cooperation a social norm.** Too often, religion is seen as a barrier of division. IFYC believes faith can be a bridge of cooperation, strengthening our civil society and promoting the common good for all. Just as civil rights leaders and environmentalists built transformative movements in the 20th century, IFYC believes that interfaith leaders will build the movement for interfaith cooperation in the 21st century. Since 2002, Interfaith Youth Core has worked on five continents and over 150 college and university campuses, reached over 75,000 people with the message of interfaith cooperation, trained 10,000 interfaith leaders, and worked with partners including the White House and Her Majesty Queen Rania of Jordan. Find out more at www.ifyc.org.

Summary of Program: **One Chicago, One Nation** brings together Chicagoans of diverse faiths and cultures, with an emphasis on the Muslim community, to get to know each other through addressing local needs. **One Chicago, One Nation** was launched in Chicago in early 2010, with the intention of scaling it to other cities in 2011. The project is led by the Chicago Community Trust in partnership with IFYC and the Inner-City Muslim Action Network.

IFYC's particular role in the project is to select, train and support **100 religiously, ethnically and generationally diverse "Community Ambassadors"** from across Chicago as they **organize multifaith dialogue events and social action projects to address local social challenges.** Learn more at onechicago-onenation.org.

Summary of Position: The Program Manager will work closely with Interfaith Youth Core's Vice President of Global Leadership and a team of associates and interns to implement the **One Chicago, One Nation** Program in its second implantation year with the possibility of scaling this program model nationally. The Program Manager will design and manage diverse streams of work pertaining to the project, including program strategy and structure, evaluation, media and marketing, and stakeholder communications. This is a fast-paced position with high standards for excellence, interpersonal relations, strategic thinking, and productivity.



Responsibilities: The first year of employment will coincide with the beginning of the second implementation year for the One Chicago, One Nation (OCON) Program. Responsibilities are as follows:

- Act as strategic thought leader for IFYC in the multiple components of the One Chicago, One Nation Program as listed above.
- Collaborate with other programs and departments at IFYC to achieve the overall mission of the organization and make sure that OCON is always aligned with IFYC's mission and strategic plan.
- Liaise with IFYC staff and OCON partners to ensure smooth communication and completion of projects.
- Represent IFYC with VIP partners, such as city officials, potential affiliate organizations/corporations and funders.
- Ensure Community Ambassadors' impact by designing and continuously refining effective selection, training, coaching, deployment, evaluation and alumni strategies and systems.
- Get the stories of success told through IFYC and OCON communications mechanisms (mass media, social media, public events).
- Liaise with project funders, ensuring they are kept abreast of program developments.
- Manage the day-to-day operations of the OCON Team, including supervision of two Program Associates and additional interns. Program Associates are responsible for delivering training, creating educational products, and implementing all Community Ambassador strategies and systems as designed by the Program Manager. Program Associates should also be consulted in the design of these strategies and systems.
- Foster a culture of aspirational excellence, teamwork and continuous learning.
- Manage the project budget and anticipate any revisions in expenses and income.
- Other responsibilities as assigned.

Qualifications:

Candidates should possess:

1. Commitment to the vision and mission of IFYC.
2. Proven track record as a strategic thinker and leader.
3. Positive, proactive attitude and comfort in diverse environments.
4. Exceptional written, interpersonal and verbal communication skills.
5. Positive relationships within the religious and civic life of Chicago as well as knowledge of Chicago's political and community development landscape.



6. Strong leadership skills with the proven ability to manage programs and budgets and motivate and manage staff.
7. Proven excellence in building multi-layered project plans and coordinating plan implementation, especially within environments of constant change.
8. Ability to meet deadlines, work well under pressure and handle various projects simultaneously.
9. A high level of personal and professional integrity.
10. Willingness to work some weeknights and weekends.
11. Bachelor's degree or equivalent work experience required, graduate degree preferred.

Supervision: This person reports directly to April Mendez, Vice President of Global Leadership.

Compensation: \$45-55K salary is commensurate with experience; healthcare, personal time and professional development benefits.

How to Apply:

Send cover letter and resume or c.v. via e-mail to to Interfaith Youth Core C/O One Chicago, One Nation Manager Position to opportunities@ifyc.org. If you match the skill set of the position, you will be contacted for an interview. E-mail is preferred. Phone calls will not be returned.