



Racial Equity Project Consultant October 2021

About Delivering Good

Delivering Good is a national nonprofit organization that provides people impacted by poverty and tragedy with new merchandise donated by retailers and manufacturers. Since 1985, Delivering Good has distributed over \$2 billion of new clothing, home goods, toys, furniture, books, and other consumer products through its network of more than 800 community partners, offering hope, dignity, and self-esteem to at-risk children, families and individuals. By uniting retailers, manufacturers, foundations, and individuals, Delivering Good strives to help create a more equitable world where people facing economic, medical, social, and environmental challenges have useful items needed to overcome adversity and achieve their full potential.

Delivering Good is undertaking a new, pilot initiative to unite local nonprofits, the corporate sector, and educational institutions in three (3) select communities over the course of a year, to provide a range of aid and services geared to improve the lives and outcomes of Black, Indigenous, and People of Color (BIPOC) individuals – a program that will mobilize hundreds of volunteer hours, \$3 million worth of brand-new and vitally-needed clothes and other goods, and career and education opportunities for BIPOC nonprofit leaders. This pilot program will serve as the starting point for an expanding and sustainable model of community assistance that will bring about measurable change in equity, and serve as a model for nonprofits in other communities.

Position Description

We are seeking a part-time consultant to act as Racial Equity Project Manager to serve as the primary point of coordination and program planning for the initiative. This consultant will oversee the cross-partner communication, logistical management, and overall operations of the pilot project, maintaining smooth relationships among all stakeholders while ensuring uninterrupted service to BIPOC communities.

We ask that applicants for this role fully review and understand our project outline for the Racial Equity Initiative entitled *A New Beginning for BIPOC Opportunity* in order to learn about the full scope of work we envision during the pilot phases of the project.

Initial Responsibilities

- Coordinate the development and implementation of Delivering Good's racial equity project plan, through facilitation of a multi-stakeholder planning process.
- Coordinate and provide administrative support for meetings and other information-gathering strategies to advance the strategic planning process.

- Facilitate communication between Delivering Good, local nonprofits, businesses, and educational institutions involved in the project.
- Devise evaluation strategies that will inform our monitoring and assessment of the program's performance and effectiveness.

Ongoing Responsibilities

- Set timelines, milestones, and deliverables to ensure that the program meets its goals throughout the length of the program.
- Work within CRM to create/maintain an accurate database of various stakeholders and their engagement across programs.
- Coordinate and provide project management support to ongoing initiatives, including product distribution, volunteer engagement, webinar trainings and best practices convenings, and community partner engagement. Manage and track action items and deliverables across multiple racial equity initiatives and working groups.
- Assist in the collection and analysis of data to inform strategies and tactics or increased racial equity outcomes in communities served by the program.
- Develop programmatic budgets and operations.
- Manage service providers, vendors, consultants, and project plans as needed to achieve program goals.
- Manage daily program operations and logistics. This includes communicating regularly with Delivering Good's varied stakeholders and ensuring that product distributions and related activities take place reliably throughout the program.

Qualifications

- Passion for racial equity work in BIPOC communities.
- Highly knowledgeable about race, racism, and racial equity research.
- Experience building authentic relationships with BIPOC communities and, in general, people across racial, ethnic, and socioeconomic lines.
- Experience working with BIPOC communities and, in general, people across racial, ethnic, and socioeconomic lines. This includes working with individuals from academic institutions, foundations, corporate entities, and community nonprofits.
- Ability to create short and long-term goals and KPIs for a multi-partner, multi-sector project and tracking the project's progress over the one-year period.
- Strong project management experience, including, but not limited to: working independently and on teams, supervising multiple projects across different groups with varying deadlines, facilitating meetings with various project stakeholders, and communicating project updates to stakeholders regularly.
- Willing to travel to pilot communities and other regions in the U.S. to measure the project's progress, meet with other stakeholders involved in the project, and to fulfill other essential functions of the role.
- Strong verbal, written, active listening, presentation, critical thinking, creative problem solving, judgement, organizational, adaptability, conflict resolution, interpersonal, and emotional intelligence skills that can be leveraged for the Racial Equity Pilot project.
- Familiarity with the non-profit sector or other relevant experience.
- Proficiency with Salesforce, Microsoft Office Suite, Google Suite, project management software, and/or other relevant software tools.

- Bachelor's degree, and relevant experience in nonprofit, government, and/or racial equity fields

Schedule: Part-time

Compensation: \$35/hour

The Racial Equity Project Consultant will be an independent contractor and will receive a 1099.

To apply, please submit your resume, together with a cover letter describing your interest in the position, with the subject line: Racial Equity Project Consultant to hr@delivering-good.org.

Delivering Good is committed to a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.