



CHIEF PROGRAM AND IMPACT OFFICER JOB DESCRIPTION

Position/Title: Chief Program and Impact Officer

Position Type: Exempt / FTE

Reports To: CEO

Growing Home is dedicated to creating a thriving and equitable north metro Denver – one family at a time. Our participant-centered approach to strengthening families, nurturing children, and connecting community fills a critical gap for families and children who are experiencing immediate and long-term barriers to stability and success. Through evidenced-based programs, we improve outcomes for children, their parents, and their community. Our model makes us a leader in the two-generation approach to poverty alleviation and community equity.

Mission: To guide children and their families on the path to a brighter future.

Vision: We envision our community working together so that all children and their families have a place to call home, food on the table, and the opportunity to pursue their dreams.

Core Values: Respect, Effectiveness, Learning, Collaborative Leadership, Professionalism, and Inclusiveness.

General Purpose:

The Chief Program and Impact Officer is responsible for developing and evaluating Growing Home's innovative approach of connecting direct services, community-led projects/community organizing, and advocacy to maximize impact in the areas of food, housing, parenting education, and economic justice. He/she/they are a member of Growing Home's Leadership Team and responsible for ensuring programmatic goals are met and there is strong integration across programmatic work and the organization. The Chief Program and Impact Officer also leads Growing Home's participant-centered approach and diversity, equity, and inclusion work by providing guidance, coaching, training, and insights across the organization. He/she/they maintains and grows strong positions in the community as an advocate for children, families, and equitable communities.

Responsibilities:

Strategic Leadership

- Participates in Growing Home's Leadership Team, contributing to the development of the organization's strategic goals as well as the overall management of the organization and its workplace culture
- Leads organizational strategic priorities and goals related to program impact, participant-centered approaches, and diversity, equity, and inclusion
- Supervises staff using Growing Home's servant leadership philosophy

- Ensures alignment and collaboration among program staff/initiatives and other staff/parts of the organization, ensuring strong coordination and collaboration of Growing Home's program staff with the Development and Operations departments

Program Team Leadership and Management

- Leads creation, implementation, and evaluation of best practice, participant-centered programs in alignment with Growing Home's mission, vision, core values, and impact strategy
- Leads and facilitates collaborative integration efforts across Growing Home's direct services, community organizing, advocacy, and evaluation work in the areas of food, housing, parenting education, and economic justice
- Elevates successes of programmatic work to ensure effective communications of Growing Home's programs and impact
- Advises CEO and Board of Directors on programmatic and community updates, participant-centered approaches, and diversity, equity, and inclusion
- Serves as staff liaison to Program Advisory Committee and Advocacy Committee

Community Advocacy and Systems Change

- Works with CEO to lead diversity, equity, and inclusivity efforts for the organization
- Leads Growing Home's participant-centered approach both internally and externally, providing guidance, coaching, training, and insights across the organization
- Works with CEO, Advocacy Committee, and community to develop Growing Home's policy agenda and positions on key issues related to Growing Home's mission, ensuring proper due diligence takes place
- Supports advocacy and action with Growing Home's community leaders
- Works closely with CEO to generate excitement and support of Growing Home's vision in the community, including representing the organization externally in community coalitions and partnerships

Program Evaluation and Development

- Oversees Growing Home's impact strategy and programmatic evaluation efforts
- Monitors impact of programs and leads staff in incorporating findings into ongoing improvement efforts
- Keeps abreast on related research on poverty, food access and justice, housing access and justice, economic justice, child development/parenting education, and other topics related to Growing Home's mission and vision and incorporates learning into program improvement and design

Grant and Fiscal Management

- Contributes to grant concept development as related to new and current programs
- Writes grant reports in collaboration with Grants and Database Administrator as needed
- Ensures that all programs function within the approved budget and grant contracts
- Participates in annual budgeting process for programs; supports programs to operate within budget
- Contributes to organization's Culture of Philanthropy with staff, community members, volunteers, donors, and at events

Job Qualifications:

- Fully Bilingual in Spanish and English (including can give presentations, facilitate meetings, and create written communications independently in both English and Spanish)
- Proven track record in programmatic work such as case management/coaching, home visitation, community engagement, community organizing, advocacy, or related field
- At least two years of supervisory and management experience
- Experience in program development, diversity, equity and inclusion, data-driven decision making, problem-solving, program evaluation, performance management, and budget management
- Understanding of grassroots base building principles and participant-centered approaches
- Intense passion for social justice and equity, with a deep understanding of systemic issues of power and oppression
- Strong ability to effectively relate, communicate, build trust, and collaborate in diverse communities and cultures (including monolingual Spanish speakers), high level of cultural awareness and competence
- Knowledge of issues surrounding child and family poverty, food access and justice, housing access and justice, and economic justice, preferably in the north metro Denver area
- Flexibility and the ability to prioritize multiple responsibilities

Hours of Work & Location:

- Hours of Work: This position is full-time. Work will generally be completed Monday-Friday, between 9am-5:30pm, with some evenings and weekends required.
- Location: Work will primarily be performed in the Growing Home offices, with some local travel required.

Why You Should Work at Growing Home

- Competitive Pay: \$89,000-110,000 starting salary (dependent on experience)
- Flexible schedule and telework opportunities
- Fantastic Benefits:
 - Health, Dental, and Vision Insurance
 - Company-paid life insurance
 - Optional 403(b) retirement plan, with 5% match after 1 year
 - Dedicated professional development dollars
 - Weekly paid wellness time
 - Paid vacation time, sick time, and holidays
 - Company-paid mental health consultant
 - Gym stipend
 - Cell phone stipend
- A fun, close-knit team!

To Apply:

Please send a resume and cover letter to careers@growinghome.org with Chief Program and Impact Officer in the subject line. The cover letter should be submitted in both English and Spanish. No walk-ins, please.

Growing Home strives to create a diverse, inclusive, and equitable workplace. Growing Home is an Equal Opportunity Employer.