

<b>Job Title</b>	Associate Director
<b>Employer/ Agency</b>	allgo
<b>Job Description</b>	<p>This is an exciting opportunity to join a long standing not for profit organization working at the nexus of social and racial justice, the arts, and health and wellness. Reporting to, and working in close collaboration with the Executive Director, the Associate Director will help build a solid foundation for allgo to expand and deepen its programming to ensure the fulfillment of allgo’s mission. Central to the Associate Director’s role will be building strong relationships with community and community organizations working on issues that intersect with allgo’s mission, as well as developing other local and national relationships to increase the reach, impact, and effectiveness of the organization. In addition, this role will contribute to the management and implementation of allgo’s strategy and programming and address new initiatives and needs, as they arise. This position requires leadership, flexibility, creativity, resourcefulness and a passion for promoting relationships, human rights, justice, and wellbeing.</p> <p>Duties and Responsibilities</p> <ul style="list-style-type: none"> <li>● Work with the Executive Director to develop and maintain a clear vision and corresponding strategic plan to fulfill allgo’s mission.</li> <li>● Support the Executive Director in ensuring effective and efficient stewardship of allgo's resources.</li> <li>● Ensure implementation of agency policies and procedures.</li> <li>● Support program planning, implementation, measurement &amp; evaluation, and documentation of progress in these areas.</li> <li>● Contribute to the development of grassroots community organizing, coalition building, and community action.</li> <li>● Lead and contribute to the development and implementation of multi-tiered fundraising strategies to support organizational mission and growth.</li> <li>● Support implementation of health programming within a racial and social justice framework and in compliance with agency standards of care.</li> <li>● Support implementation of cultural arts programming as central to racial and social justice work.</li> <li>● Lead management of agency contracts and ensure fulfillment of all contract requirements and timely reporting.</li> <li>● Support fulfillment of legal and ethical requirements related to maintaining non-profit status.</li> <li>● Lead fundraising efforts including development of donor relationships.</li> <li>● Represent allgo at public events and in the media in collaboration with the Executive Director</li> <li>● Advise and advocate within local and national government relations efforts in collaboration with the Executive Director</li> <li>● Build coalitions with other LGBTQ+, racial justice, and non-LGBTQ+social justice organizations in collaboration with the Executive Director</li> </ul>

<b>Qualifications</b>	Lived experience with LGBTQ+ communities of color. Minimum 3-5 years of non-profit leadership; a broad and deep understanding of racial and LGBTQ+ justice and how it affects LGBTQ+ people of color in the city of Austin, the state of Texas and on the national level; experience with coalition-building with multi-racial and multi-classed organizations; experience working with qoc artists and leading cultural arts programming; experience with HIV/AIDS activism and HIV+ communities as well as with holistic health for people of color more generally; and strong writing and public speaking skills. Fundraising experience, grant writing experience and grant management.
<b>Salary/Hours</b>	Salary and Benefits Salary Range: \$50k-\$60k Benefits: Medical, Dental and Vision Health Insurance, Paid Time off including Vacation, Sick, and Holidays
<b>Address</b>	701 Tillery St. #A-1
<b>City, State, Zip</b>	Austin, TX 78702
<b>Contact Person</b>	Kelle' Martin
<b>Telephone Number</b>	512-574-3386
<b>Email Address</b>	director@allgo.org
<b>Application Method</b>	<a href="https://form.jotform.com/221014591286149">https://form.jotform.com/221014591286149</a>  Cover letter should high light fundraising and grant writing experience and how you can play a role in aiding an organization such as allgo in becoming sustainable in it's pursuit of actualizing our mission while staying true to our core values.
<b>Opening Date</b>	Immediately

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