



PARTNERSHIP FOR
**THE BAY'S
FUTURE**

Senior Director

YOUR OPPORTUNITY FOR IMPACT

Position Overview

The Senior Director will be responsible for oversight of the [Partnership for the Bay's Future \(PBF\) Fellowship](#).

Key Leadership Roles and Responsibilities

- Trains the Partnership for the Bay's Future Fellowship and other programs as agreed upon.
- Supervises the PBF Fellows (up to six). Works with Fellows on goal setting, project management, and implementing an inside/outside strategy regarding affordable housing policies.
- Manages budget including working with the finance and operations department for reporting.
- Designs, modifies, and delivers programs and curriculum that offer challenge and support to participants using Coro's leadership approach and experiential learning theory.
- Liaison to PBF government and community partner organizations (govt) includes training quarterly meetings with these PBF partners to utilize similar Coro tools as the PBF Fellows.
- Facilitates regular PBF Design Team meetings which includes Enterprise Community Partners and the San Francisco Foundation.
- Evaluates program impact and implements continuous program improvement strategies. Partners with PBF external evaluator for data collection.
- Supports business development for related programs, such as fundraising/grant writing, strategic partnerships, alumni engagement, marketing & outreach, etc.
- Designs and implements an alumni engagement strategy that weaves together the various affordable housing programs.
- Actively participates in Coro staff meetings and retreats, communications, and project management, including contributing to partnership proposals, program reports, conference presentations, and other strategic and administrative projects.