

## **Job Description Equity Project Director**

### **Background**

The Equity Project began in 2005 and is a collaboration between Legal Services for Children, the National Center for Lesbian Rights, and the National Juvenile Defender Center (NJDC). The Equity Project is dedicated to ensuring that lesbian, gay, bisexual, and transgender (LGBT) youth are treated respectfully and fairly in juvenile delinquency courts. In 2009 the Equity Project released a report called *Hidden Injustice* – the first comprehensive examination of LGBT youth in our nation’s juvenile courts. While the project has been national in scope since its inception, moving forward, the project will focus its work in two sites: Santa Clara, California and selected parishes in Louisiana. The Project’s site-based work will focus specifically on providing much needed hands-on guidance and support to build local capacity to sustain professional competency. These efforts will include the development of a detailed work plan, training curriculum, as well as ongoing interventions and technical assistance needed in the selected sites.

The Project will be based in Washington, D.C. at the National Juvenile Defender Center and is seeking a full time director to assume all leadership and management functions. The Equity Project Director will manage staff and consultants, lead and coordinate the project’s site-based work, develop and maintain relationships with juvenile justice system stakeholders, and coordinate all Equity Project training, policy development, and technical assistance efforts.

### **Responsibilities Include**

- Assume primary responsibility for the coordination and monitoring of all Equity Project activities, including the site-based work.
- Coordinate and oversee concentrated site-based policy and training work aimed at implementing LGBT cultural competency in selected jurisdictions, specifically focused in Santa Clara, California and Louisiana.
- Oversee development of Equity Project publications such as a training curriculum designed for justice system professionals, fact sheets, amicus briefs, policy briefs and the like.
- Run the day-to-day operations of the Equity Project including responding to requests for information, training, and technical support.
- Maintain communication, coordination, and provide support and supervision to Equity Project partners, consultants, law clerks, volunteers, and staff.
- Serve as spokesperson and primary contact for the Equity Project.
- Develop project budget and conduct fundraising.
- Oversee and manage project finances in partnership with NJDC.
- Identify and implement strategies to engage new allies and develop relationships with juvenile justice stakeholders, agencies, and ongoing reform initiatives.
- Convene, lead, and attend meetings as needed.
- Update and maintain the Equity Project website.

**Required Qualifications**

- A minimum of 5-7 years of experience in related area.
- Demonstrated ability to lead and manage a large project.
- Law degree preferable.
- Demonstrated cultural competency in working with LGBT communities.
- Extensive understanding of juvenile justice system processes and system stakeholders.
- Excellent communication skills, including the ability to write clearly, speak in public, and facilitate large and small meetings. Demonstrated experience tailoring messages to different types of audiences.
- Proven ability to effectively lead a multi-stakeholder collaboration.
- Proven ability to work with the full range of juvenile justice professionals and stakeholders, including advocacy organizations, government officials, parents, youth, and community groups.
- Ability to work independently.
- Willingness and availability to travel.

**Preferred Qualifications**

- Training experience
- Fundraising experience
- Law degree
- Project management experience

**Salary and Benefits**

- Full-time position available immediately. Competitive non-profit salary. Salary commensurate with experience, ranging from \$75,000 - \$100,000.
- Comprehensive benefits package.

**Application Process**

To apply or for inquiries, email cover letter, resume, and salary history to:

[Equityprojecthiring@yahoo.com](mailto:Equityprojecthiring@yahoo.com)

For more information about the Equity Project, visit: [www.equityproject.org](http://www.equityproject.org).

Position will remain open until filled.

National Juvenile Defender Center is an equal employment opportunity/affirmative action employer. Women, people of color, LGBT persons, and people with disabilities are encouraged to apply.