Contract Position: Race and Social Equity Consultant/Team  
Posted: January 17, 2017

Objective

Hire a temporary consultant (or consultant team) on contract to assist the Economic Opportunity Institute with our process of advancing racial equity at every level of our organization.

Background

The Economic Opportunity Institute’s Board of Directors has overtly expressed a commitment to deepening our race and social justice analysis so that we can more effectively advance our work to build an economy that works for everyone.

EOI’s recently adopted racial equity commitment: We see and acknowledge that racial inequity in its various forms – historical, individual, structural, institutional, systemic, and internalized – is a very real and critical problem facing our nation that creates ongoing and devastating disparities for communities of color. We understand we can take action to acknowledge, understand, and begin to correct these inequities within our organization, our partnerships, and Washington’s communities.

The Board has agreed to a set of guiding principles to drive the overall work of the organization to advance racial equity and social justice at every level of our organization including: policy, communications, governance, and external relations. Board and staff members have already completed some work in this regard. This position will facilitate continued development and implementation of our guiding principles.

Anticipated Scope of Work

- Work directly with the Race and Social Justice Work Group (composed of selected EOI staff and Board members), and report back to the Board of Directors.
- Assist the Board of Directors in embracing race and social justice at every level of their governance work, including infrastructure, strategic planning, organizational development, fundraising, decision-making, board systems, etc.
- Facilitate the process for revising the organization’s pedagogy, mission and vision, and goals.
- Advise on development of appropriate race and social justice evaluations of program work, including policy development, communications, fundraising, and community outreach.
- Assist in the development of organizational internal policies and practices, such as staff recruitment, hiring, and retention; organizational decision making; etc.
- Assist the organization in developing and achieving outcomes and goals for 1 year (initial contract commitment).
Desired Skills and Qualifications

The strongest candidate(s) for this position will:

- Hold a strong commitment to racial equity and social justice in all areas: race, gender, age, LGBTQ, ability, and income.
- Have a strong knowledge and understanding of non-profit organizational culture, development, and change.
- Possess strong facilitation skills for working with diverse and multiracial groups.
- Have a proven record of accomplishment in assisting organizations to internalize and implement racial justice and social equity values.

Submission Guidelines

To apply, please email the following items as a single PDF document to Sam Hatzenbeler at info@eoionline.org by 5 p.m. on Wednesday February 15, 2017. Please name your document with your first and last name only – for example, ChrisDavis.pdf:

- A letter of interest explaining you (or your team’s) experience and qualifications for this contract, and detailing your hourly rate or billing for the proposed contract. (1-2 pages)
- Three (3) or more professional references, including at least two director-level managers with whom you (or your team) has worked. (1 page)
- Any supplemental materials you feel would help us understand your qualifications for this contract. (Up to 3 pages)

Review/Contracting Process

All applications will be acknowledged via email within 5 business days of receipt. The hiring committee will review applications and select candidates for interviews. Interviews are anticipated for mid- to late-February. Applicants reaching the final stage of the selection process may be asked to write a brief proposal (to which they will retain all rights of use), with final candidate selection to follow. Final terms of the contract will be determined by mutual agreement. We hope to start this contract in mid-March to early April.

Thank you – we look forward to hearing from you!