



**TITLE:** Deputy Director - Programs  
**ROLE:** FTE based on 40-hr/wk  
**SALARY:** \$140,000 - \$175,000  
**LOCATION:** Hybrid in California, proximity to our office in Sacramento strongly preferred

## About Housing California

Since 1988, Housing California has worked to create a California with homes, health, and wealth for all in thriving, sustainable communities. We bring together a diverse, cross-sector network to prevent and end homelessness, increase the supply of safe, stable, affordable homes, and reverse the legacy of racial and economic inequities by building power among the people most impacted by housing injustice, shaping the narrative, and advocating for the passage of transformative statewide policy solutions. Learn more about our strategy [here](#). Additional information on Housing California is available on our website: [housingca.org](https://housingca.org)

In the fall of 2022, we welcomed a new Executive Director, Chione Lucina Muñoz Flegal, whose vision for what is possible in California is informed by her 20+ years making transformative policy change and an abiding commitment to centering people with lived experience as leaders in this work. As a Chicana growing up in the Central Coast of California, Chione saw how a deeply racialized housing system impacted her community. And throughout her life and work, she has witnessed the wisdom that those who are most impacted by injustice have when it comes to finding creative solutions to seemingly impossible challenges. Chione is driven by a belief that housing is one of the most fundamental human needs and a commitment to bringing together people across lines of difference to embrace a collective vision for a California with homes, health, and prosperity for all.

With the leadership of Chione, our committed team, and our engaged Board of Directors, we have been working to ensure that we have an organizational development strategy that supports our capacity to make transformative policy change and are excited to welcome a new colleague who shares our vision and values. Join us!

## Position Summary

The Deputy Director - Programs is an organizational leader who brings strategic thinking, creativity, and values-alignment to Housing California. The Deputy Director - Programs reports directly to the Executive Director and serves as a critical strategic thought partner to her and our Deputy Director - Operations as we work closely together to strengthen internal capacity, shape organizational culture, and operationalize our strategic plan. This position is part of the Executive Leadership team. The Deputy Director - Programs manages the Directors of the Policy, Power Building, Strategic Initiatives, and Narrative and Strategic Communications teams, providing strategic guidance, thought partnership, and mentorship to the staff, modeling a collaborative working style that builds alignment and momentum across people, resources, and strategy to move our mission forward.

## What You Will Do

### Organizational Leadership

- Work in collaboration with the Executive Leadership team and Director team to inform and shape the organization's vision, values, and strategic plan, to support the organization's growth, sustainability, and success.
- Model and nurture an organizational culture that aligns with Housing California values, advances racial equity, creates open communication, disrupts institutional racism, and fosters belonging.
- Develop and implement practices to promote a culture of continuous organizational learning. Co-manage development and implementation of strategic and work plan implementation tracking and reporting mechanisms, monitor progress and suggest adjustments as needed, and support external evaluation efforts.
- Work with the Executive Director and Deputy Director - Operations to cultivate funder relationships, draft grant proposals and reports, and generally assist with fundraising to support Housing California's full portfolio of work.
- Work with program teams to strengthen internal systems and structures to further integrate co-powering with individuals directly impacted by the affordable housing and homelessness crisis and align with our equity-centered values.

### Cross-Sector Leadership

- Support the efforts of Housing California to serve as a "big tent" organization that works to build an impactful housing movement through collaboration and connection, by building, maintaining, and leveraging relationships with all parts of our cross-sector ecosystem and

by working to overcome silos and support cross-programmatic work within the organization and beyond.

- Work in partnership with the Executive Director and Directors to ensure that Housing California has appropriate representation in key coalitions, and at times, taking the role as lead participant on behalf of the organization.
- Increase public awareness of Housing California, its staff, our work, and our role in the housing justice space by attending conferences, participating in presentations, and serving as a spokesperson for Housing California as needed.

### **Team Management & Development**

- Manage a productive and collaborative team—providing direct supervision for key leaders in the organization: Strategic Initiatives Director, Policy Director, Power Building Director, Communications & Narrative Change Director, –which includes serving as a mentor and a coach to develop Directors as organizational leaders and team managers, and connecting them with opportunities for growth and professional development.
- Support the Directors in their efforts to translate the strategic plan, annual goals, and deliverables into actionable work plans, project plans, and budgets for their teams.
- Work with Directors to proactively plan for future staffing needs and track overall workload for members, making adjustments and augmenting staffing as needed.
- Deepen alignment between and among different programmatic teams. Help lead and enhance cross-team coordination with other Directors and team members, building a shared sense of goals and approaches to weaving our values and strategic priorities across all parts of the work.

## **Who You Are**

- You have 15+ years of progressively responsible leadership experience in programmatic work, organizational development, strategic planning and implementation, and/or change management work, and 5+ years of managerial, supervisory, or other related experience, ideally in a nonprofit setting, some of which includes moving a progressive policy agenda.
- You have a demonstrated commitment to racial justice and to building power with communities of color.
- You have professional experience working on housing justice issues or in a field that intersects with housing justice work (e.g., community development, urban planning, health equity, criminal justice reform, education, disability justice, food insecurity, climate justice etc.).
- You have a solid understanding of non-profit budgeting in relationship to program management and have created, adapted, and managed budgets.

- You have familiarity with non-profit fundraising, including developing and maintaining relationships with funding partners, writing and/or contributing to grant proposals and reports, and participating in funder briefings.
- Collaborative Leader
  - You have a deep understanding of, experience in, and commitment to equitable, sustainable, strategic, and results-driven leadership. You lead with a spirit of empathy, humility, and inclusivity. You are dedicated to building and fostering a sense of trust and transparency.
  - You have excellent staff management and coaching skills to supervise, mentor, and grow the capacity and cohesion of our team of directors.
- Relationship Builder
  - You have a track record of collaborating with others across lines of difference to build shared goals by developing and maintaining strong working relationships that produce justice-oriented outcomes.
  - You are a highly capable facilitator who enjoys bringing together groups to share, learn, manage and address conflict, and make decisions together.
  - Experience developing, working with, or leading cross-sector coalitions, networks, or similar infrastructures; as well as weaving different movements and partnerships together.
- Results-Oriented
  - You are tenacious and committed to moving change through ambiguity and challenges.
  - You are a strategic and creative thinker who is able to keep hold of a big picture vision while also managing to execute through strong organizational and project management skills.
  - You have a proven ability to communicate (written and verbally) effectively with a variety of audiences, including with policymakers, the media, community-based organizations, people who live in affordable homes or are experiencing homelessness.

Additional experience that would be welcomed, but is not required:

- Lived experience with housing instability or homelessness.
- Bilingual Spanish/English.
- Developing and implementing narrative shift and strategic communications strategies.
- Experience with program evaluation.

## Compensation, Benefits, And Location

This is a full time, exempt position that reports to the Executive Director. This individual would supervise four Directors. Salary between \$140,000 - \$175,000, depending on experience.

Benefits package includes fully paid medical, dental, and vision for employee and 25% paid medical, dental and vision for dependents, paid parental leave, long-term disability and group life insurance coverage; commuting subsidy; cell phone subsidy; stipend for at home internet connection; 403(b) retirement plan with 3.5% employer contribution; generous vacation (3+ weeks, depending on tenure), sick leave (8 hours per month + employees start with 8 hours of leave), 12 paid holidays; our annual week-long organization-wide closure during the last week of December and a shortened workweek during the summer legislative break; training and professional development opportunities; and a hybrid work environment.

Employees must live in California. There is a strong preference that the Deputy Director, - Programs is based in Sacramento or in the Bay Area. We may also consider candidates from the Los Angeles and San Diego region (within 30-45 minutes of major airport). Deputy Director - Programs is expected to participate in regular travel (mostly in California) of an estimated 25-35% in-person/travel time including the following engagements: ideally once a week in the Sacramento office, monthly all staff meeting in Sacramento; twice yearly in-person Board of Directors retreats; annual 2-3 day staff retreat; RUN Annual Summit, annual 3-day Housing California conference; Lobby Day in Sacramento and other policy-related activities that occur throughout the year; and various conferences or in-person partner meetings, based on need and interest.

## Our Culture

Housing California is committed to creating a just, equitable, diverse, and inclusive workplace that fosters a culture of belonging, ongoing learning and collaboration, and supports, stabilizes, and incentivizes people to join the Housing California team and stay for the long game.

We value having staff who come from communities that are most impacted by the issues we address. We especially encourage Black, Latinx, Indigenous, and people of color; people from families that have immigrated to the U.S.; people who have been unhoused or experienced housing instability; women; LGBTQIA+ people; system-impacted people; and people with disabilities to apply for these positions.

We aim for our work to be both effective and sustainable; we balance required travel during some parts of the year and the fast-paced legislative calendar with a commitment to our team's mental and physical health.

## How To Apply

We have retained nonprofit talent agency People Power as our search partner for this hire. To apply, please upload a cover letter, resume, and a writing sample to our online system at [this link](https://recruitcrm.io/apply/17107394175350017972nur) (https://recruitcrm.io/apply/17107394175350017972nur)

Note: For those candidates who would like to include additional relevant work samples as part of their application (e.g., written reports, links to web-based publications, grant proposals, LOIs, podcasts, pitch letters, press releases, videos), we welcome you to do so and have provided space for you to upload those files.

## Hiring Process

We appreciate your time and interest in contributing your talents to Housing California's mission. Thank you! You will receive an email auto-reply to your application. We wish we could respond personally to all applicants, but only those chosen to interview will be contacted.

Please do not contact Housing California directly to inquire about the status of your application.

***We welcome your interest, feedback, and \*confidential\* inquiries.*** If you have questions regarding your qualifications for this position, compensation or benefits, our process or internal timeline for hiring, or suggestions for how to improve this announcement or the opportunity itself, please email Kate Brumage at People Power: [kate@peoplepowerproject.org](mailto:kate@peoplepowerproject.org)