

September 2022

National Health Care for the Homeless Council Position Description

Job Title: Director of JEDI

FLSA Status: Exempt

Reports to: Sr. Director of Programs

Job Summary

The National Health Care for the Homeless Council (the Council) has taken concrete steps to become a trauma-informed, anti-racist agency that is guided by the principles of Justice, Equity, Diversity, and Inclusion (JEDI). We have been recognized as a leader in training in this area for the Health Care for the Homeless (HCH) community and the larger Health Center movement. We want JEDI to be part of everyone's work at the Council, and following a visioning process are seeking a Director of JEDI to guide and coordinate our efforts and ensure the Council and the HCH and Medical Respite community are moving forward. One of the first priorities for this position will be to help us refine our JEDI vision to guide our efforts for the next few years.

Based on the current vision, this position will be responsible to:

- Organize, facilitate, and deliver JEDI-focused promising practices for the HCH and health center community through training, publications, creation of safe peer-learning spaces, and other means
- In collaboration with the HR lead, implement policies and practices across the employee lifecycle that promote an organizational culture that is aligned with the Council's mission, values, and vision for JEDI
- Devise ways to support and hold accountable Council Management to integrate JEDI principles in our program activities
- Help the Council Board, staff and the larger HCH community integrate people of color and people with other potentially marginalized

identities, especially the lived experience of homelessness, into meaningful participation in policy development and service delivery

- Lead a process to refine the JEDI vision for the Council
- For the first year or two, approximately 30-50% of the time will be devoted to supporting a JEDI effort by the Race Equity Group of the Primary Care Associations, which has contracted with the Council for this purpose. We anticipate that supporting the JEDI efforts of partners will be an ongoing function for the Council
- Serve as the Managerial lead of the Council's (internal staff) Trauma-Informed, Anti-Racist Alliance (TIARA)

Education, Experience and Skills

- College degree in related field (Masters preferred) or commensurate track record of success in creating resources and organizing and delivering training (ten years or more)
- Experience in successfully advancing JEDI in an organizational setting
- Exceptional presentation skills
- Strong written, oral and proofreading skills
- Intermediate knowledge of Microsoft Office Word, Excel and Outlook
- Strong organizational skills that will enable the person to work well with multiple teams and projects inside and outside the Council

Personal Requirements

- Commitment to JEDI principles, including the importance of recognizing intersectionality, and historical and traumatic nature of racism
- Able to work well with individuals and groups that are from different racial, ethnic, political, and SOGI groups
- Able to educate others and move them towards JEDI principles
- Engages in continuous learning and unafraid to change opinion in light of new information

- Demonstrated skill as both a strategist and facilitator of meaningful and sometimes challenging conversations around the topics of racism, discrimination, privilege and white supremacy
- Commitment to a collaborative team approach to tasks
- Ability to adapt and adhere to deadlines

Workplace Culture

- The National Health Care for the Homeless Council is an equal opportunity employer. We celebrate the varied attributes, characteristics and perspectives that make each person unique and we believe that fostering a culture of inclusion is essential to Council excellence. We promote an environment of respect, communication and understanding while actively seeking opportunities to learn about and foster practices that further facilitate equity. The Council does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy, gender or identification), national origin, political affiliation, sexual orientation, marital state, disability, genetic information, age, parental status, military service, or other non-merit factor. For this position, having lived experience of a historically marginalized group is a plus.

Location

- Working remotely is possible for this position, though being in Nashville is preferred.

Salary

\$70-90K, Depending on experience

Response

Candidates are required to submit a **cover letter and resume** to bwright@nhchc.org.