



Ecosystem Director, Ward 1 Job Description

Organization

District Bridges is a 501(c)(3) nonprofit organization with a mission to enrich neighborhood vitality by bridging community engagement and economic development opportunities so individuals, businesses, and organizations can thrive together.

Primary Roles: Relationship Building, Ecosystem Development, Team Integration

Exempt, full-time

Description

The Ecosystem Director, Ward 1 is a full-time position, responsible for developing and implementing a ward-based strategy that leverages DB's neighborhood programs and community partnerships to develop a holistic approach to address community needs. The EDW1 oversees the "Ecosystem Development" aspect of the Ward strategy in collaboration and coordination with the Director of Economic Development & Policy and Deputy Director. The EDW1 serves on the Strategic Initiatives Team reporting directly to the Executive Director (ED) and manages their respective ward-based team of Main Street Managers/Directors and Community Navigators.

Responsibilities

Relationships

- Identify and develop a strategy to manage key stakeholder relationships across the ward-based team including local government, organizational partners, providers, etc.
- Develop and manage partner relationships through MOUs and contracts; and
- Support the Community Navigators in convening necessary stakeholders to address ongoing management, needs assessment, and resource brokering.

Management

- Manage the ward-based team made up of the Main Street Managers, Event & Engagement Managers, and Community Navigators;
- Oversee the successful implementation of the individual program and team workplans to achieve the annual Ward-based goals;
- Develop and manage an ongoing schedule of outreach, engagement and supportive services with neighborhood programs;
- Oversee the implementation of the outreach and engagement strategy for the Placekeepers programs; and
- Track performance against goals and share learnings on how and where to improve.

Communications



- Develop and oversee internal and external communications for messaging about the ward-based programs;
- Consistently sharing learnings from the ward initiatives through blogs, coordinating with the social media contractor, etc.;
- Promote and engage potential partners and key stakeholders to further support the development of a sustainable model;
- Prepare and deliver testimony on an as needed basis to support the policy and budget priorities of the ward-based programs; and
- Work with the ED and Director of Development (DoD) on the development of grant writing, contract bids, and direct donor engagement.

Data Collection and Reporting

- Ensure meaningful, measurable goals are set for each priority of ward-based programs;
- Work with Ward Team to ensure data is being captured in Salesforce;
- Ensure that data is gathered and properly collected, stored, analyzed in the Salesforce platform; and
- Report on the impacts, achievements, and expenses of the ward programs to the Deputy Director on a monthly basis and the Executive Director on a quarterly basis and grantors as required.

Events

- With the Ward Team, specifically the Events and Engagement Manager, work to plan, promote, and execute outreach and engagement events for across the ward that engage diverse stakeholders;
- Ensure events are used as an opportunity to bring together all relevant community stakeholders and gather data on participants; and
- Cross-promote the work of the partners involved in ward-based work.

Fundraising

- Work with the ED, OD, and DoD develop and implement fundraising strategy to support the sustainability and development of the ward-based work;
- Seek opportunities to solicit private and public-sector support, in the form of grants, gifts, donations, and contracts;
- Build relationships with donors and donor groups who work in areas related to District Bridges's mission and ward-based work;
- Work with the team to execute the fundraising strategy across all neighborhood programming; and
- Maintain accurate records in Salesforce.

Skills, Knowledge, and Experience

- Fluency in Spanish is required (Ward 1)
- High School Diploma or GED required
- Bachelor's degree preferred



- 5-7 years experience in community engagement, community development, connective services, organizing, direct social service provision, volunteer management and/or relationship development preferred
- 2-3 years managerial experience preferred
- Technical proficiency, with experience in project management and CRM systems, is required
- Strong customer service skills with the ability to communicate easily, respectfully, and professionally with stakeholders of all ages, ethnicities, and socio-economic backgrounds is required
- A collaborative, cooperative, and persistent mindset is required
- Experience working with individuals who have a history of homelessness, substance use disorder and/or mental health challenges a plus

Physical Requirements

This role needs to regularly traverse the corridor to meet with community stakeholders and maintain a presence, as well as lift up to 40 lbs. and consistently operate a computer and other office productivity machinery.

Compensation

Salary is commensurate with experience. In addition, District Bridges offers a competitive benefits package including:

- 100% employer paid healthcare at the Silver level through DC Health Link;
- Commuter pre-tax benefit;
- Eligibility to participate in 401K; and
- Unlimited PTO.