



DEVELOPING THRIVING COMMUNITIES

JOIN THE DevNW TEAM AS OUR NEW IDA Program Manager (Salary Range \$53,500 -\$74,500 with benefits + flexible schedule)

DevNW and our CDFI partner, Community Lending Works (CLW) are fostering vibrant, inclusive communities by prioritizing housing, asset development, wealth building, and small business development. To do this work we are deconstructing pervasive systems of oppression such as racism, classism, or sexism that maintain persistent disparities and perpetuate deep imbalances in power, opportunity, and wealth. **The IDA Program Manager’s critical contributions to this work are the following:**

- **Lead DevNW’s work in increasing access for individuals and families with low-incomes to financial tools and resources to support their short and long-term financial stability**
- **Oversee DevNW’s established individual Development Account (matched-savings) Network program, including program staff supervision and support for a network of external agency partners**
- **Expand relationships with program stakeholders and partners, particularly BIPOC and culturally-specific serving agencies, to increase opportunities for participation and engagement**
- **Represent DevNW at local and state tables and events to champion IDA program**
- **Evaluate, provide recommendations and implement adaptations to increase program impact (both internally with expanding program scope and externally with network partners)**
- **Support DevNW’s Diversity, Equity, Inclusion and Justice work to ensure equity and human-centered lenses within IDA Network Program**

To excel in this position, you will need these essential lenses to understand the area of impact:

- Commitment to the principles of financial stability and asset building for families with low to moderate incomes
- Growth mindset to effectively and efficiently scale DevNW’s IDA Network
- Recognize the structural and systemic roots of economic disparities and seek programmatic approaches to address from design to implementation
- Belief in working with a network of partners, stakeholders and funders to increase impact and outcomes for clients, particularly BIPOC and other historically marginalized groups, within the IDA program

It is CRITICAL that you have...

- Minimum of 4 years of experience* within program development, implementation, and management
- Experience leading and supervising, including staff development and direct supervision, coalition-building, ability to move between systems-level work and oversight of direct service
- Proven ability to collaborate with a wide variety of stakeholders to co-create systems/processes and/or strategies that advance a collective mission

*can be a combination of education/field experience that demonstrates required knowledge, skills, and abilities

Example tasks/responsibilities for the IDA Program Manager:

- Lead DevNW’s new, expanded role as a Network IDA program, specifically:
 - Provide ongoing supervision and support for current IDA team members



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- Analyze current program processes and work with department leadership to redesign, improve, and/or iterate processes that drive program results
- Foster for ongoing relationships related to the IDA program, including funders, partner agencies, financial institutions, state agencies, lending industry, and clients
- Represent DevNW's IDA program and suite of financial and asset building services at various state and local tables
- Support ongoing integration of IDA Program across DevNW's various lines of business
- Work closely with departmental leadership and data team to ensure robust impact and reporting to funders and stakeholders
- Navigate complex systems (within and outside of DevNW) to achieve client and programmatic success
- Guide internal team members and network partner agencies to build skills and responsive programming via staff trainings and one-on-one meetings, with the goal of increasing engagement and outcomes for communities of color and other historically marginalized groups

It is GREAT if you have...

- Ability to read, write, and speak Spanish
- Experience with legislative advocacy, such as providing testimony (personally and/or support participants), cultivating legislative champions, working with coalitions to advocate for policy changes and/or funding
- Direct experience working with individuals and families to support them in achieving individual financial goals

It is a BONUS if you also have...

- Prior experience working within the Oregon IDA Initiative
- Experience working within the field of asset building, including financial systems, homeownership, small business development or related sector

Apply for this opportunity to support DevNW's expanding IDA Program by providing an introduction letter detailing your interest that includes the following by priority date May 26, 2022 to careers@devnw.org:

1. Describe how your journey thus far has prepared you for the Critical Contributions of this position?
2. Detail your experience leading and supervising, including specific experience with direct supervision and working with coalitions, if applicable, and what you deem essential to be effective
3. Current resume

DevNW is an Equal Employment Opportunity Employer. All qualified persons are encouraged to apply. Applications for employment will be considered without regard to race, color, national or ethnic origin, religion, gender, gender identity, sexual orientation, marital status, age, disability, and any other characteristic protected by applicable law.

Studies have shown that women and people of color are less likely to apply for jobs unless they meet every one of the qualifications listed. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. If you meet key qualifications for the job, and believe you would be the best fit, we would encourage you to apply; please use your cover letter or introductory email to explain how you will accomplish parts of the job for which you have less experience. If you are unsure whether you meet the qualifications of this position, please feel free to contact us.

DevNW values diversity and supports a welcoming, inclusive environment where all of our employees can thrive. We value a workforce that is representative of the communities we serve.