



VP of Programs

[San Rafael, CA](#)

Description

Mission

Canal Alliance exists to break the generational cycle of poverty for Latino immigrants and their families by lifting barriers to their success. We are a nonprofit champion of immigrants who are challenged by a lack of resources and an unfamiliar environment.

Position Summary:

The Vice President of Programs will have overall strategic and operational responsibility for all programs including Education and Career, Immigration and Social Services, and Affordable Housing. This position reports directly to the CEO and is responsible for the design and implementation of a performance measurement system to monitor the impact of programs. The VP of Programs will supervise the Director of Education and Career, and the Director of Immigration and Social Services. The VP of Programs will be part of the senior management team that drives the overall strategy for the organization and represents Canal Alliance on a local and regional coalitions.

Responsibilities include but are not limited to the following:

- Oversee the development and implementation of strategic plan, annual program business plans, program budgets, and ensure alignment with the organization's strategic goals and vision.
- Empower a team of directors by ensuring proper allocation of resources, staff, and problem-solving strategies.
- Develop and maintain partnerships with nonprofit organizations, educational institutions, government agencies, and other policymakers to support program goals and achieve the organization's mission.
- Oversee the development and implementation of key performance metrics to monitor and evaluate program effectiveness.
- Oversee the development and implementation of business continuity program plans to minimize service interruption during disaster scenarios.
- Support fundraising efforts to identify and cultivate relationships with institutional partners and individual donors.
- Support advocacy and policy efforts to influence local school, city, and county policies.
- Participate in Canal Alliance leadership activities
- Other duties as assigned by the Chief Executive Officer.

Education and Experience

- Bachelor's Degree required, graduate degree or advanced degree desirable
- Minimum 10 years of senior management experience in the non-profit sector
- Experience leading and managing multicultural teams
- Experience in developing policies and procedures to minimize risk and ensure alignment between teams
- Experience developing program performance measurement systems to monitor client impact and program goals



- Experience in developing collective impact initiatives and fostering a culture of co-design and co-implementation among multiple stakeholders

Required Qualifications

- Bilingual/bicultural in Spanish and English desirable
- Strong project management and delegation skills
- Strong leadership and management skills that foster a space for collaboration and innovation
- Demonstrated commitment to advancing social justice, ideally immigrant rights
- Strong knowledge of Microsoft Office Suite required; Salesforce desirable

Preferred Qualifications

- Ability to collect, analyze and use data at the program level and participant level
- Ability to focus on results and inspire staff to do the same
- Ability to think strategically and creatively
- Ability to effectively communicate information both verbally and in writing
- Ability to take initiative and go beyond expectations in the assignment, task, or job description without being asked
- Ability to establish cooperative working relationships with staff, board members, community leaders, and partners
- Ability to function with minimal supervision, follow directions, handle multiple tasks simultaneously, and manage stressful situations effectively

Compensation & Benefits:

This is a full-time, exempt position with benefits. We offer a competitive salary with a benefits package that includes:

- Competitive salary starting at \$ 130,000
- Fulltime, exempt position
- 3 weeks paid vacation per year
- 12 days of sick leave per year
- 4 Wellness Days per year (one per quarter)
- 16 paid holidays
- 100% paid employee medical & dental insurance, LTD and EAP.
- 403(b)-retirement plan
- FSA
- Telehealth for physical and mental health

Canal Alliance has retained Careers In Nonprofits to help with this hire. If you are interested in finding out more, please submit your resume here <https://loxo.co/job/oqughkh9p9nauyql?t=1654823066088>

Salary Description

Starting at \$130,000