



JOB ANNOUNCEMENT: EXECUTIVE DIRECTOR OF THE IMMIGRANT DEFENSE PROJECT New York, NY

Background and Position Summary

The Immigrant Defense Project (IDP) is a vibrant and growing social justice organization whose mission is to promote fundamental fairness for immigrants accused or convicted of crimes. IDP seeks to minimize the harsh and disproportionate immigration consequences of contact with the criminal justice system by working to transform unjust deportation laws and policies, and by educating and advising immigrants, their criminal defense attorneys, and other advocates. We engage in impact litigation, policy advocacy, and community education and encourage and support public defender offices to institutionalize immigration advice to their clients.

For the past sixteen years, IDP has created cutting-edge legal and advocacy strategies to prevent deportations, on an individual, local and national level. IDP seeks not only to change law and policy, but also to change the discourse and encourage the immigrant rights advocacy community to include the rights of all immigrants. Recently, IDP has achieved notable successes, including contributing to U.S. Supreme Court victories, challenging DHS enforcement, and helping local public defender offices to integrate the provision of immigration advice and representation. IDP is proud to have become a recognized resource for directly-impacted people, attorneys, advocates, and elected officials on criminal-immigration issues.

IDP seeks a dynamic and creative Executive Director who is committed to and passionate about justice for immigrants. The Executive Director will provide vision and leadership and prioritize concrete goals and outcomes, in order to further IDP's mission. This position requires developing and strengthening relationships with a diverse set of stakeholders for the next level of organizational growth. We seek an Executive Director who will be especially innovative in expanding our development and communications strategies, which are central to our growth. The ideal candidate will use consensus-building in developing and executing plans, working in partnership with a staff of seven people and an expanding board.

Responsibilities Include:

- Provide IDP with leadership, direction, and a clear vision to develop and implement the strategic plan to further IDP's mission, in collaboration with staff
- Drive and diversify fundraising by strengthening existing relationships with individual donors and foundations, cultivating new donors, prospecting new grants, and developing novel funding sources
- Develop and oversee budget
- Enrich the organization's overall communications strategy, including outreach to new audiences and a diverse set of traditional and new media outlets

- Develop and maintain strategic partnerships with public officials, legal, service and community-based organizations and law school clinics
- Represent IDP at events, conferences, meetings, and other speaking engagements
- Maintain knowledge of developments in the criminal-immigration field
- Lead ongoing board development
- Engage in consensus-building in implementing organizational plans and changes
- Assure and improve the quality and impact of IDP's programs
- Hire all staff, and foster a collegial, calm, and collaborative work environment

Preferred Qualifications:

Advanced degree in law, public policy, nonprofit management, or other related field or equivalent work experience. Fluency in Spanish is beneficial but not required.

Proven track record in the following:

- Direct experience in criminal justice, immigrant rights law or policy or in a related field
- Overseeing the growth of a non-profit organization, including fund development and grant writing
- Knowledge of nonprofit fiscal management
- Experience in a director, leadership, or management role in a non-profit organization
- Exceptional communication skills, and the ability to engage with diverse groups of people in an open and respectful way
- Superb interpersonal skills with experience forging strong relationships with a variety of stakeholders
- Ability to maintain and develop a communications strategy, including outreach to press and fostering IDP's website and social media presence
- Demonstrated commitment to advancing social justice
- Ability to nurture a positive and healthy work environment for staff

Compensation

Salary commensurate with skill and experience.

Generous benefit package provided by IDP's fiscal sponsor, Fund for the City of New York.

To apply:

The position is available as of September 2013, with some flexibility as to start date. Applications received before August 2, 2013 will be given full consideration, and applications thereafter will be reviewed on a rolling basis. Please send a cover letter, resume, and three references. In your cover letter, please include salary expectations. Please submit application by e-mail to EDsearch@immigrantdefenseproject.org with "Executive Director Application" in the subject line. No phone calls please.

The Immigrant Defense Project is an Equal Opportunity Employer that actively recruits women, people of color, persons with disabilities, persons with diverse gender and sexual identities, immigrants, and formerly incarcerated persons.