



**EAST BAY ALLIANCE FOR A SUSTAINABLE ECONOMY**  
Building Power With Community, Workers & People of Faith

## **Job Posting - East Bay Alliance for a Sustainable Economy (EBASE)**

### **Managing Director, People & Resources**

*Location: Downtown Oakland, CA (Hybrid Model)*

*Salary & Benefits: \$120,000 - \$130,000, Competitive, based on experience. Generous benefits package and time off.*

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**Are you a seasoned leader passionate about social justice, organizational culture, and strategic impact? Join EBASE and help shape a Thriving East Bay!**

#### **About EBASE:**

For 25 years, the East Bay Alliance for a Sustainable Economy (EBASE) has been a driving force in economic and racial justice, building alliances that empower Black and Brown communities, low-wage workers, and tenants. As a founding member of the PowerSwitch Action network, EBASE is committed to creating a Thriving East Bay with safe homes, healthy communities, and sustainable work that ensures dignity for all.

We're embarking on an ambitious 10-year long-term agenda focused on Worker Power & Liberation, Housing as a Human Right, and Community Governance—all rooted in our values of hope, tenacity, love, shared responsibility, and intentionality.

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#### **About the Role:**

The **Managing Director, People & Resources** is a pivotal leadership role at EBASE. Reporting to the Executive Director, you'll oversee finance, HR, operations, and communications—critical backbones to our success. Your work will directly impact the implementation of our long-term agenda and the thriving of our multi-racial and highly committed staff team, ensuring EBASE is effective as a values-driven, mission-oriented organization.

This is an exciting opportunity to lead with purpose, cultivate organizational culture, and build systems within an impactful organization in the East Bay.

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#### **Core Responsibilities:**

##### **1. Organizational Culture & HR Leadership**

- Oversee HR, including supervision of the HR Manager, equitable policy implementation, and strengthening of systems.
- Collaborate with staff leadership to identify hiring needs and opportunities for internal growth.
- Serve as the primary liaison for union negotiations and labor management, with staff union, Communication Workers for America, (CWA) and ensure policies align with staff union contracts.
- Foster a strong organizational culture rooted in EBASE values, including our organizational commitment to racial justice and ongoing team building, and effective internal communication.
- Co-lead staff retreats with a focus on team cohesion and forward-thinking strategies.

## **2. Finance, Operations & Communications**

- Supervise the Finance & Operations Director, ensuring strategic resource deployment and compliance with 501(c)(3) standards.
- Oversee day-to-day operations, including office, equipment, and technology needs.
- Guide the Communications Director to maximize capacity for campaigns, fundraising, and organizational visibility.
- Partner with Development and Communications teams to elevate EBASE's positioning and support long-term goals.

## **3. Organizational Leadership**

- Coordinate staff leadership team meetings, aligning organizational priorities with our long-term agenda.
- Oversee budgeting processes to ensure financial resources align with goals and adapt as needed.
- Act as a trusted advisor to the Executive Director and Board of Directors, contributing to overall strategy implementation.

## **4. Supervision & Leadership Development**

- Directly supervise and support senior staff, including the Finance & Operations Director, HR Manager, and Communications Director.

- Provide coaching, mentorship, and training to supervisors across the organization.
  - Facilitate leadership development plans and foster accountability within teams.
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### **Qualifications:**

The ideal candidate will bring:

- **Leadership Experience:** At least 7 years in organizational leadership, including team supervision, HR, finance, operations, and communications. Experience in organizations conducting organizing, strategic campaigns, and/or policy advocacy preferred.
  - **Human Resources Expertise:** Strong background in HR systems and policies; experience with unionized staff is a plus.
  - **Financial Acumen:** Proficiency in budget management and familiarity with 501(c)(3) compliance; 501(c)(4) experience is a plus.
  - **Strategic Vision:** A systems thinker with a proven ability to implement big-picture goals through actionable strategies.
  - **Relational Leadership:** Emotional intelligence, a collaborative mindset, and the ability to inspire and guide diverse teams.
  - **Exceptional Communication Skills:** Strong written and verbal communication, meeting facilitation, and project management capabilities.
  - **Alignment with EBASE values:** Proven track record of aligning with EBASE's commitment to economic and racial justice and our values of working intentionally and with a mindset of shared responsibility.
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### **Compensation & Benefits:**

EBASE offers a competitive salary, starting at \$120,000 - \$130,000 for this position, and an exceptional benefits package valued at approximately \$25,000, including:

- **Health & Wellness:** Fully paid health, dental, and vision insurance.
- **Retirement:** 401(k) plan with 4-8% employer contribution.

- **Generous Leave:**
    - 12-20 vacation days/year (based on tenure).
    - 8 personal days/year.
    - 12 sick days/year.
    - 18 paid holidays/year plus an end-of-year office closure.
    - 3-month sabbatical after 5 years of service.
  - **Professional Development:** Access to growth and training opportunities.
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### **Join Us:**

Ebase offers an inclusive, hybrid work environment that values teamwork, high-quality work, and a shared commitment to social justice. If you are a visionary leader ready to enhance Ebase's capacity and impact, we want to hear from you!

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### **How to Apply:**

Please submit your resume and a thoughtful cover letter detailing your experience and why you are the ideal candidate for this role to [search@workingeastbay.org](mailto:search@workingeastbay.org).

**Application Deadline:** January 24, 2024

**Ebase is an equal opportunity employer.** We strongly encourage people of color, women, LGBTQ+ individuals, and candidates with diverse backgrounds and experiences to apply.

Join us in building a Thriving East Bay where everyone has the opportunity to live with dignity, safety, and hope!

Let's build a Thriving East Bay together!