



## REPARATIONS PROJECT DIRECTOR

### COMPENSATION AND BENEFITS

- Temporary, 12 month position, with possibility of renewal
- Full-time, 32 hours per week
- Annual salary: \$80,000
- 31 (248 hours) days of paid time off (PTO) including holiday, vacation, health leave, and personal days
- Up to \$11,050 through the Qualified Small Employer Health Reimbursement Arrangement (QSEHRA) and Flexible Savings Account (FSA) to reimburse for health insurance premiums and medical expenses.
- Dental, Vision, and Life Insurance
- Other benefits include employer paid: professional development opportunities, wellness stipend, phone plan, year-end bonus

### JOB OVERVIEW

The Reparations Stakeholder Authority of Asheville (RSAA), is a fiscally sponsored project of the Tzedek Social Justice Fund (Tzedek). The RSAA is a Black-led, community-based project that will serve as a Community Reparations Finance Authority in keeping with the [Reparatory Justice Model](#) piloted in Evanston, Illinois and certified by the National African American Reparations Commission.

The goal of the RSAA is to provide an infrastructure for Black residents of Asheville and Buncombe County to guide the distribution of funds intended for reparations. The RSAA will administer an Asheville Reparations Community Fund, similar to that [created in Evanston](#). The Fund is intended to be a perpetual resource for Buncombe County's Black community, to complement the tax revenue stream earmarked by the City and County for initial reparations remedies, and to ensure funding is available for reparations once those tax revenues are no longer available.

The Reparations Project Director position is an exciting opportunity for a movement leader based in Asheville, North Carolina, to take part in the historic reparations movement in our area. Tzedek is looking for a strategic, detail-oriented, leader who is passionate about Black liberation, has experience in community organizing and who thrives in entrepreneurial environments. The position is remote, but candidates must be residents of Asheville or Buncombe County, North Carolina.

This position will work closely with Tzedek's Executive Director and the RSAA design team to transition the RSAA from a fiscally-sponsored project to an independent 501(c)3 public charity. This is a temporary staff position with an initial 12-month employment term with Tzedek. There is a possibility of renewal pending funding and reasonable progress towards project goals.

## **WHO WE ARE**

The Tzedek Social Justice Fund redistributes money, resources, and power to support systems change and community healing in Asheville, North Carolina. Through adaptive, trust-based philanthropy, we resist oppressive systems and work to transform our collective home into a place where everyone flourishes. The Fund's vision is rooted in Jewish social justice values, including equitable giving (Tzedakah), repairing the world (Tikkun Olam), and leadership (Hanhagah). We have been supporting and promoting the social justice work of leading progressive organizations since the late 1980s.

## **AREAS OF RESPONSIBILITY**

Reports to the Executive Director. No direct reports or supervisory responsibility.

### *Organizational Development (50%)*

- Leads the process of establishing the RSAA as an independent 501(c)3 nonprofit capable of stewarding the Asheville Reparations Community Fund.
- Leads the development of the RSAA's infrastructure and processes to center shared decision-making and strong engagement of RSAA's members/stakeholders.
- Selects and implements software or other vehicle to consistently solicit RSAA members' input on the redistribution of funds.
- Researches and utilizes best practices in reparations, equitable community engagement, internal and external best practices for nonprofits and foundations in order to enhance and deepen the RSAA's work and relationships.
- Establishes financial infrastructure to ensure the long term sustainability of the RSAA.

- In partnership with the Director of Mindful Operations and Finance, oversees the financial health of the RSAA including annual budget, reviewing expense reports, reviewing actual versus budgeted reports, and reallocating funds as necessary.
- Ensures legal and fiscal compliance of all RSAA activities.
- Manages the logistics of all RSAA meetings.

*Political Education and Outreach (30%)*

- Develops and facilitates workshops on reparations and the work of the RSAA for Buncombe County's Black communities and other key stakeholders.
- Creates regular opportunities to gather feedback and input from Buncombe County's Black communities to guide the work of the RSAA.
- Represents the RSAA in community at relevant local events and social justice-focused activities.
- Builds strong, positive relationships with local Black community leaders and allies.

*Donor Organizing (10%)*

- Serves as the point of contact for donors interested in contributing reparations funds to the RSAA.
- Develops policies and practices to ensure that collected funds qualify as reparations and not merely charity.
- Develops political education workshops and convening opportunities for donors on the topic of reparations.

*Communications (5%)*

- Leads branding, web presence and social media development with the support of the Director of Communications.

*Additional Responsibilities (5%)*

- Adheres to Tzedek's [organizational values](#) and [internal practices](#).
- Represents Tzedek and the RSAA in the community in ways that align with our values.
- Reports and communicates important work, decisions or updates impacting staff at regularly-scheduled meetings.
- Continues to challenge self and grow on issues of equity and privilege, resulting in improved professional and personal impact.
- Contributes with colleagues in establishing Tzedek's infrastructure of anti-oppressive and transparent systems.

- Participates in ongoing social justice trainings. Transmit learning and professional development opportunities to the entire team through staff meetings.
- Tracks expenses by keeping receipts and putting together monthly expense reports.
- Stays informed on best practices in reparations, social justice and trust-based philanthropy (readings, webinars, conferences as able)
- Assists with keeping the office maintained and tidy as needed.

## **ESSENTIAL SKILLS & EXPERIENCE**

- 2+ years of formal or informal experience engaging in social justice/organizing work within Asheville or Buncombe County's Black communities
- 2+ years of formal or informal experience as a racial justice trainer or facilitator
- Deep knowledge and understanding of the concepts, analysis, and terminology related to reparations, structural oppression and movement building
- An intersectional approach to social justice work that includes Black trans, queer, differently-abled, or formerly incarcerated people and other subsections of our local Black communities
- 2+ years of experience creating systems, processes and/or policies within a nonprofit organization
- Experience managing the finances of an organization or grassroots collective with a high-level of transparency and integrity
- A personal and professional commitment to the Tzedek's [vision, mission, focal areas, and values+practices](#)
- Ability to work independently and be proactive in building processes
- Experience leading political or popular education workshops preferred
- Experience working with grassroots movements and/or community power building is preferred
- Expertise gained from directly navigating systems of injustice and systemic oppression is preferred

## **HOW TO APPLY**

We'd like to get to know you! Please submit a resume, contact information for 2 references, and responses to the questions below via [Submittable](#) by **Monday, September 12, 9AM ET**.

1. How do you define reparations?
2. How does reparations support Black healing and liberation?

3. What is the value of creating an organization like the RSAA?
4. How are your skills and experience a good fit for this position?

Members of the City of Asheville's Reparations Commission are not eligible to apply due to possible conflicts of interest.

**NON-DISCRIMINATION POLICY**

Tzedek Social Justice Fund is an equal opportunity employer. Tzedek Social Justice Fund considers all applicants for employment without regard to race, color, religion, sex, sexual orientation, national origin, age, disability, veteran status, or any other characteristic protected by state or federal law.