



Position Title: SPARC Senior Technical Assistance Manager

The Center for Social Innovation (C4) is a woman-owned, mission-driven small business. C4 is a community of clinicians, social scientists, policy analysts, consumers and educators dedicated to using knowledge creatively to improve the lives of vulnerable populations. Through training and technical assistance, research and evaluation, and web-based communications, C4 applies knowledge of best practices in human service delivery to real world settings in the areas of housing and homelessness, behavioral health and recovery, trauma, and other issues our staff cares about deeply.

C4 is committed to creating and maintaining a diverse workforce. We actively encourage applicants from minority racial and ethnic backgrounds, as well as historically marginalized groups; this includes but is not limited to lesbian, gay, bisexual, queer, people who identify as transgender or non-binary, people living with disabilities or serious mental health conditions, and lived experiences of homelessness or recovery from substance use disorder. C4 is an affirmative action-equal opportunity employer.

C4 is seeking a **Supporting Partnerships for Anti-Racist Communities (SPARC)** Senior Technical Assistance Manager to provide subject matter expertise and serve as a team leader of project teams. This position will lead communities across the country in developing systems level responses to historical inequity with the hope of generating better outcomes for all populations. The SPARC Senior Technical Assistance Manager will lead project teams to provide training and technical assistance that is tailored to assist state, county, municipal and other systems officials; community-based organizations including HUD grantees; agency staff; and others to promote the adoption of equity-based policies and procedures, with a focus on leading with race.

Responsibilities:

- Supervise two to three staff members and provide them support and leadership in delivering high-quality technical assistance and training.
- Act as subject matter expert in order to develop and deliver technical assistance, training, and recommendations on best practices both in person at workshops and conferences and via telephone, email, webcast, and online meetings.
- Work as or with a Project Manager or other Project Director to manage services/product delivery and budget(s).
- Provide oversight and direction of subcontractors and consultants to ensure on time, quality deliverables within the budget parameters.
- Provide independently prepared documents for both internal and external meetings.

- Participate in business development efforts by leading proposals in concert with the SPARC Director, providing technical and writing assistance on proposals, and/or developing project concepts for proactive business development.
- Publish and/or present work at conferences and in peer-reviewed journals as a lead author.

Requirements:

- Bachelor's degree with at least 7 years of experience working in homelessness, behavioral health and/or public health and/or other collateral systems (e.g. criminal justice, juvenile justice, employment and workforce development, and/or housing).
- At least 3 years of experience working in communities particularly in implementing system change.
- At least 3 years of project management experience including supervising staff and administering budgets with excellent organizational skills.
- Deep understanding of racial equity based approach to policy-making.
- Ability to conceptualize, analyze, and follow through with multiple, competing priorities.
- Ability to lead, facilitate, and participate in collaborative partnerships.
- Excellent verbal and written communication skills.
- Strong commitment to social justice and bettering the lives of people from historically marginalized communities.
- Excellent computer skills and familiarity with PowerPoint and/or other presentation software.
- Willingness to travel.

Location: The Center for Social Innovation's main office is in Needham, Massachusetts. We also have employees living across the U.S. Remote or Massachusetts-based applicants are welcome to apply.

To apply, please send a cover letter, salary requirements, and resume with "SPARC Senior TA Manager" in the subject line to Human Resources at apply@center4si.com.