POSITION DESCRIPTION

POSITION TITLE: Community Partner
DEPARTMENT: Community Partnerships and Grants
REPORTS TO: Director of Community Partnerships and Grants
Exempt

General Description
The Colorado Trust (The Trust) is a private, statewide, health equity grantmaking foundation with a vision that *All Coloradans have fair and equal opportunities to lead healthy, productive lives regardless of race, ethnicity, income or where we live.* The Trust is in the midst of a long-term strategy to advance health equity in Colorado through grantmaking that will be place-based and led by community members. The Trust believes that the most impactful change happens when residents of communities feel empowered to organize and act to make their community a healthier and more equitable place to live. The role of The Trust in this work is to authentically partner with community and neighborhood members to together understand the assets, problems and priorities of these unique places and people, and work together to create community plans that reduce and eliminate the inequities they face.

The Community Partner will work in a predetermined region of Colorado (see attached map), across multiple counties and/or communities, and will be responsible for partnering with resident-led groups in selected communities and places within the region to develop and implement strategies to advance health equity. The Community Partner will start with three communities/places and grow the number over time. The Community Partner is an at-will employee of The Trust.

Responsibilities
- Serve as a catalyst and trusted convener for grantmaking in partnership with communities, neighborhoods and residents
- Build a high level of trust, credibility and partnership with community residents of all demographics (including ages) and backgrounds
- Utilize knowledge and experience of community organizing and facilitation to support resident-led change and resident-driven activities
- Build capacity of communities and residents to lead and participate in all aspects of these community change efforts
- Support and participate in communities’ research, understanding, development and implementation of strategies to advance health equity
- Assist in the development of evaluation and learning plans tied to a community’s work plan and funding strategies
- Strengthen and support community efforts to coalesce and form strategic alliances to address social, political and economic inequities
- Understand and appreciate the social determinants of health and how they affect people’s lives
- Work with and for communities to develop their roadmap for health equity in their communities
- Maintain cooperative, supportive and productive relationships with members of The Trust’s staff and board, grantees, community members and other funders, including demonstrated ability to work in and collaborate on teams
- Supervise contractors and consultants for advancing the community’s work, and also to support the community partner
- Display commitment to and participation in the ongoing diversity, inclusion and equity work of The Trust
- Maintain confidentiality with respect to the business and affairs of The Trust and those with whom it has relationships
- Manage funding strategy budgets and payments to grantees, support internal grants-management processes and assist in the budget reconciliation process for place-based projects.

**Supervisor Relationship**
The Community Partner reports to the Director of Community Partnerships and Grants.

While The Trust is headquartered in Denver, the Community Partner will reside in the region in which he/she works, and will be expected to work effectively as a team member and independently, with a high level of self-motivation, integrity and accountability. This position requires travel approximately 50 percent of the time or greater, often statewide, as well as evening and weekend work when necessary.

**Qualifications**
- Adept at analyzing situations in view of the social and cultural history of the community
- Awareness of and respect for cultural differences across populations, communities and geographic areas
- Understanding of group dynamics, adult learning and ways that social change occurs
- Sensitivity to the tensions inherent in a locally designed and governed strategy that is supported through funding and capacity-building by a Denver-based foundation
- Ability to adapt to quickly changing situations, including adversarial ones necessitating conflict management, and to be attuned to power relationships and political agendas in communities
- Experience working as part of a multidisciplinary and diverse team, inclusive of race, sexuality, religious preference, gender, ability or age
- Excellent written and oral communication skills; ability to make presentations and communicate effectively with communities, partners and other stakeholders
- Ability to document community meetings and other experiences via written reports, photography and more
- Excellent interpersonal and listening skills, and the ability to help empower people to speak and act for themselves
- Strong, demonstrated critical-thinking and problem-solving skills
- Ability to manage competing priorities, troubleshoot, prioritize projects, meet deadlines and manage workflow and workload
- Masters-level degree preferred with a major discipline in social justice, community development, race relations, social policy, health equity, community organizing or related field. Commensurate experience also applies
- Experience and proficiency with technology, including Microsoft applications (Word, Excel, PowerPoint, SharePoint), Basecamp or similar project management systems, the Internet, mobile devices, social media (Facebook, Twitter, Instagram), and remote communication platforms (Skype, Google Hangout, etc.)
- Fluency in Spanish is preferable, either as a primary or secondary language
- Must have and maintain a valid Colorado driver’s license.
Personal Attributes

- Commitment to The Trust’s health equity vision and its mission of advancing the health and well-being of the people of Colorado
- Passion and energy for community-led growth and change, and comfort with robust debate and differing opinions and beliefs
- Demonstrated work style that is humble, flexible, respectful, responsive, catalytic and collaborative
- Personal and professional commitment to issues of community, diversity, equity, integrity and fairness
- Comfort with a flexible, iterative and evolving process that is continually being adapted as we learn together
- Comfort with a collaborative decision-making process
- Ongoing commitment to reflecting on and improving skills, and to knowledge acquisition
- Knowing when you need help, and asking for that help.

Salary Range
$75,000 - $85,000

To Apply
There are three open positions: one in Region 5 (Eagle, Garfield, Grand, Jackson, Moffat, Pitkin, Rio Blanco, Routt and Summit counties), and two in the Front Range (one in the north Denver Metro area (Region 7), the other in the south Metro area (Region 6)). Please refer to the map below to indicate the region or regions for which you are applying. Each region requires a separate application, including a letter explaining why you are interested in and uniquely qualified to serve in that region. For each position, please submit a detailed letter of interest, résumé and contact information. Electronic submission by email to humanresources@coloradotrust.org is preferred, or by mail to:

The Colorado Trust
Attn: Human Resources
1600 Sherman St.
Denver, CO 80203

These positions close Friday, November 6, 2015 at 5 p.m. MDT.

The Trust seeks talented, team-oriented individuals, dedicated to our goal of advancing the health and well-being of the people of Colorado. Additionally, as an Equal Opportunity Employer, we welcome a diversity of perspectives and experiences among our staff.

For more information, please visit the Colorado Trust website at www.coloradotrust.org.