



**SIERRA
CLUB BC**

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JOB OPPORTUNITY:
DIRECTOR OF STRATEGIC ALIGNMENT
(FORMERLY DIRECTOR OF CAMPAIGNS)

ORGANIZATION OVERVIEW

Sierra Club of British Columbia Foundation (Sierra Club BC) is a non-profit environmental organization whose mission is to support people stewarding abundant ecosystems and a stable climate, while building resilient, equitable communities. Our overarching goal is to uplift grassroots-led change in response to the climate emergency and ecosystem collapse. To do this, we engage with and learn from diverse communities and knowledge systems, including communities most impacted by the ecological challenges we all face. In particular, we are committed to learning from the governance systems of the Indigenous Nations on whose territories we live and work. Learn more [here](#). This is an opportunity to join a dynamic team in a growing organization implementing its [new vision and strategic plan](#).

POSITION SUMMARY:

The Director of Strategic Alignment cultivates an organizational environment that supports Sierra Club BC staff to thrive and work in alignment with our strategic plan. The position will work closely with the organization as a whole, and specifically with organizing and campaigns staff to operationalize their work in alignment with budget deliverables and the strategic plan. The position has a strong project management emphasis, supporting the development and stewardship of resources; as well as the administrative and financial management of programs. The Director of Strategic Alignment also has a deep commitment to the vision in the Sierra Club BC strategic plan, particularly in engaging diverse communities and supporting Indigenous sovereignty. Our preference is for someone with experience in social movements who carries a strong intersectional analysis and an understanding of movement ecology. The position is a member of Sierra Club BC's Leadership Team and acts as a champion for an organization-wide perspective on key issues. This is a 1 FTE position, reporting to the Executive Director.

Responsibilities and Skills:

1. Management of Campaigns and Organizing:

- Facilitate the development and implementation of annual operational plans and co-facilitate individual work plans for organizing and campaigns staff.
- Work across the organization to collate, track and analyze strategic plan metrics; facilitate adaptive planning in response.
- Engage each area of the organization through feedback for cohesive alignment and metrics towards strategic plan goals.
- Create the conditions to support the organizing and campaigns team to think and act strategically in their planning and day-to-day work activities, and to meet their work plan goals.
- Ensure all campaigns and organizing activities are adequately staffed: execute recruitment or shifting of roles/structure as necessary.
- Collaborate with the Director of Operations on hiring and retention and personnel matters for organizing and campaigns staff.
- Support the board and its sub-committees by providing regular program and metrics updates.
- Be a collaborative member of the Leadership Team, guiding the organization as a whole.

- Collaborate with the Cultural Voice in aiding transformational organizational changes towards strategic plan goals.

2. People:

- As a figure of trust and integrity, support staff in realizing their highest potential and maximize their ability to achieve individual and collective goals through strong project management of their work plans.
- Act with flexibility and creativity in managing different working styles.
- Support internal cohesion within the organization between campaigners and other departments.
- Develop and maintain professional development plans for organizing and campaigns staff.
- Promote and sustain a collaborative, consensus-based working environment; broker and mediate diverse priorities and visions among staff.
- Ability to build new relationships for the organization that aid in carrying out the strategic plan and promote future growth.
- Actively uphold JEDI (justice, equity, diversity and inclusion) policies in the hiring and support of staff.
- Apply critical self-awareness and intersectional analysis.
- Apply an appreciation and understanding of a diversity of tactics and strategies within social movements.

3. Fundraising and Fund Development:

- Ensure all programs are adequately funded.
- Assist with writing funding proposals aligned with Sierra Club BC's strategic plan; help draft reports to funders.
- Participate in foundation and major donor briefings, cultivation and stewardship, as identified by the Development department.
- Provide information and updates to Development for donor relations. Provide input and direction into major donor and individual giving asks.

4. Financial Management

- Work in collaboration with Finance and the Leadership Team to develop and execute annual organizational budgets and annual program budgets; track financial projections, funding success and actual expenditures.
- Monitor program spending to ensure it aligns with expectations of funders and budget capacity.
- Work with Finance to provide campaigns and organizing staff with regular budget updates.
- Review and approve program expenses for staff in a timely manner.
- Work with the Financial Systems Steward to bridge the gap between individual funder requirements, work plans and financial reporting.

5. Communications

- Work with Communications staff to ensure our outward facing voice is cohesive across the organization and aligns with our strategic plan.
- Give feedback on campaigns-related communications outputs, such as webinars, fundraising appeals, articles, videos, and media releases, op-eds and reactions.
- The ideal candidate will have some working knowledge of British Columbia's media landscape and communications strategy when it comes to advancing campaign work.
- Occasionally provide interviews and quotes to media.
- Support and empower campaigners to act as media spokespeople for their work.

WORKING CONDITIONS AND REMUNERATION

Sierra Club BC pays a living wage to all staff and is committed to justice, diversity, equity and inclusion in both our hiring practices and work environment. We are committed to building and maintaining a work environment that is welcoming to people who bring other ways of seeing, knowing and communicating to our work.

This is a five days per week (37.5 hours) position, with a starting pay rate of \$32.99. This equates to \$64,331 annually, rising to \$70,181 through annual step increases. In addition, all salaries at Sierra Club BC receive annual cost of living adjustments. We offer extended benefits and a generous vacation allowance, as well as opportunities for professional development and training.

Preference will be given to candidates based in or willing to relocate to Victoria or the Lower Mainland, although outstanding candidates willing to work remotely from other parts of the province will be considered.

HOW TO APPLY

- Submit your application with the words “Application for Director of Strategic Alignment” in the subject line to elizabeth@sierraclub.bc.ca.
- The deadline for applications is end of day September 1.
- If you have questions, please write to the email address above. **Please do not call.**
- Only those candidates who are short-listed will be contacted.
- We encourage women, people of Indigenous ancestry, people of colour, LGBTQQIP2SA individuals and members of other diverse communities to apply for careers with our organization.