



UNBOUND PHILANTHROPY

US PROGRAM DIRECTOR

www.unboundphilanthropy.org

The Organization:

About Unbound Philanthropy

Unbound Philanthropy is a private foundation that invests in leaders and organizations in the US and UK working to build a vibrant, welcoming society and just immigration system. Unbound focuses on immigration because the treatment of refugees and immigrants is fundamental to how our society grapples with polarization, race, and diversity in a multi-racial and multi-ethnic democracy. Responses to immigration are litmus tests for healthy societies.

Hallmarks of our grantmaking approach include collaborative funding, a relatively high tolerance for risk, and being an early investor in promising ideas. We take an intersectional lens to our grantmaking, and believe that immigrant justice is centered in the context of civil rights and human rights, and is part of our global reckoning with racial inequity. We are supporting an ecosystem of organizations working at the intersections of [climate and migrant justice](#). Read more about our core values and approach in [What We Stand For](#).

At Unbound Philanthropy, we seek to contribute to a vibrant, welcoming society and an immigration system rooted in justice, as part of a pluralist and inclusive democracy.

Impact

From 2005 to 2022, Unbound awarded 920 grants totaling over \$108 million. Unbound has co-founded several vibrant institutions, such as the US-based [Pop Culture Collaborative](#), to unleash the superpowers of pop culture to build widespread public yearning for a pluralist culture. In 2019, we received the National Committee for Responsive Philanthropy "[Mover and Shaker](#)" [Impact Award](#), celebrating our leadership in narrative grantmaking. In the UK, we co-founded the London-based [Citizenship and Integration Initiative](#), to ensure all Londoners are able to be active citizens, involved and invested in their city. We were the first institutional funder of [United We Dream](#), which is now the largest immigrant-youth led network in the US.

Theory of Philanthropy

Unbound's Theory of Philanthropy has been developed and tested over multiple years and is rooted in ecosystem analysis and movement building. Key elements include:

- Identifying strategic gaps in the ecosystem that, if filled, would create new knowledge, capacity, and relationships that have the potential to achieve goals and outcomes identified as key priorities



- Bridging disconnects in the field that, if bridged, would create a synergistic or force-multiplier effect on shared goals and key outcomes. Unbound recognizes that the immigrant justice movement has multiple priorities and perspectives. Unbound seeks to support these multiple approaches and promote alignment whenever possible;
- Amplifying the leadership of immigrants, refugees, young people and others whose lived experience contributes a uniquely valuable perspective;
- Bringing impactful models approaches from one focus country to another (US to UK, UK to US);
- Advancing work at the intersections of racial, gender, economic, climate, and migrant justice,
- Employing “funder plus” activities and support;
- Leveraging intermediaries;
- Engaging and organizing other funders;
- Grounding in research, evaluation and learning; and
- Taking the long view.

The Role:

Location:	Within commuting distance of New York City is preferred but open to remote, with travel to in-person meetings approx. once per month
Reports to:	Executive Director (ED)
Overview:	The US Program Director is responsible for developing and implementing a comprehensive programmatic vision that utilizes all of the Foundation’s assets to advance its priorities in the United States and to provide leadership in philanthropy on immigration issues. The position oversees a significant portfolio in the Foundation’s grantmaking, manages a small team of professionals, and is a member of the Foundation’s Senior Management Team.

Key Responsibilities:

Strategy Development

- Embrace and engage Unbound’s Theory of Philanthropy.
- Advance the foundation’s five-year Strategic Plan, approved in early 2023, built on sophisticated learning and evaluation over the first 10 years of the organization, rooted in our Theory of Philanthropy.

US Program Management

- Directly supervise the day-to-day operations of the US Program team (a Senior Program Officer and Program Officer, both long-term employees), ensuring effective allocation of resources, sound programmatic plans and strategies, and adherence to ethical grant making principles.
- Hold the whole of the five-year Strategic Plan, including setting goals, allocating budgets, defining measures of success, and monitoring and reporting on progress, and forecasting and responding to new developments and trends in the field, to the Executive Director and Board of Directors.



- Ensure the US Program team meets deadlines and standards for annual budget cycles, reports to the Board, and ongoing evaluation of plans and budgets.
- Work closely with team and Grants Management staff to manage the grant making process throughout the year, review proposals and reports for compliance with regulations, draft grant recommendations, review reports, and electronically file information. Willingness to learn and use our grants and knowledge management systems.
- Monitor developments in the field to identify emerging needs, gaps, and opportunities, and respond through grantmaking (including Foundation-Administered Projects) and funder-plus activities.
- Identify partners and collaborations to advance the Foundation's priorities.
- Monitor and help strengthen the performance of grantees, with an eye towards helping to strengthen their work.
- Help promising or innovative projects raise funds to scale their work.
- Recommend strategic changes in Foundation's grantmaking in response to shifting conditions or new circumstances.

Monitoring, Evaluation and Learning

- Work with the Foundation's Monitoring Evaluation and Learning consultants to document and integrate learnings into the Foundation's practices.

Senior Management Team

- Participate in the Foundation's Senior Management Team to shape internal policies and to create a workplace that carries out the Foundation's mission effectively.

External Engagement

- Represent the Foundation externally, building strategic relationships with key stakeholders, including grantees, peer funders, and other prominent thought leaders to advance shared goals. Convene or participate in strategic tables to resolve major questions or align efforts.

Qualifications & Experience:

- Significant senior-level leadership experience gained in US immigration and immigrant issues that have resulted in major impact.
- Direct grantmaking experience is beneficial but we value experience garnered as a consultant to funders or as a grant recipient.
- Experience with federal and state policy, and with overseeing or working closely with broad ecosystems and campaigns to advance and build support for immigrant justice. Government experience on immigration related issues is valued.
- Strong and effective relationships with a diverse and respected peer network of leaders in the immigrant and social justice fields.
- A perspective shaped by collaboration, coalition-building and bridging more than one vantage point to find impactful solutions is highly valued.
- Experience in, or a passion to learn about and work at, the intersection of migration and climate change.
- Deep understanding of philanthropic strategies, such as conceptualizing and implementing new philanthropic initiatives with fellow staff members, potential co-funders, and grantees.



Desired Competencies:

- Shares a commitment to Unbound Philanthropy’s mission in the US, the UK, and globally.
- A self-starter who is responsive, proactive and an innovative thinker.
- Strong analytical, strategy development and problem-solving skills.
- Excellent written and verbal communication skills, including the ability to communicate effectively with a small board of directors, other staff members, advisors, and external stakeholders.
- Excellent interpersonal skills, including the ability to collaborate both internally and externally, inspire others, and coordinate activities.
- Experience managing and mentoring a staff team, fostering a positive and inclusive work culture, and ideally working with a senior management team to oversee overall organizational management.
- Open-minded and able to navigate changing political realities and adapt strategies accordingly. Willing to take risks in pursuit of strategies that are likely to have short and long-term impact.
- Brings a sense of joy and humor to their work.
- Low-ego; committed to advancing the whole rather than themselves.
- We strongly encourage applications from individuals with lived experience in the communities we serve or whose identities are underrepresented in the immigration, climate and migrant justice ecosystem.
- The ability to work in Spanish is a plus.

Travel:

- Travel for site visits for grantees, for Unbound retreats, and for key conferences.

Compensation:

- The targeted starting salary range for this position is \$200,000 to \$250,000 annually, based on experience.
- Unbound offers an extensive and generous benefits package, including payment of 100% of the health insurance premiums for employees and qualified family members, a 401(k) retirement plan with a generous employer contribution, group life insurance, long-term disability protection, parental leave, and various forms of paid time off.

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To learn more about this opportunity, please contact:

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Candidates will be considered on a rolling basis, so we urge your prompt consideration of this impactful leadership role.