Position Overview:
The Director will be responsible for launching and managing a new project at Convergence focused on reaching a consensus among major stakeholder groups on the principles of a new framework for developing federal budgets. The Director will develop and execute project strategy; oversee budget, performance measures, and project timeline; cultivate relationships with stakeholders; oversee consultants, project associates, and others; manage a “dialogue leading to action” with high level influencers and policy thinkers in the federal budget arena; facilitate the creation and implementation of solutions; and advance the project through fundraising.

What is Convergence?
We are a determined, growing, 501(c)(3) non-profit organization focused on solving major national challenges through collaboration. We bring deep knowledge of policy and process, and work with leaders and doers to move past divergent views to identify workable solutions to seemingly intractable issues. We convene people and groups with conflicting views to identify specific actions that they can collectively take or catalyze to make a lasting difference in such diverse areas as Nutrition and Wellness, Education, Long-Term Care, and Economic Mobility & Poverty. The results of our projects include bipartisan legislation, public/private partnerships, civil society and business partnerships, public education and awareness campaigns, changes in research and philanthropic priorities, and ongoing collaboration in a variety of areas.

What do we need?
Convergence seeks entrepreneurial go-getters who are committed to supporting the organization’s mission for developing collaborative, non-partisan public policy and private action solutions to challenging national issues. Together, with your understanding of the federal budget process, your nimbleness, adaptability, leadership and problem-solving skills will be critical to generating the buy-in and resources necessary to conduct this project.

Principal Duties and Responsibilities:
• Design project strategy and build project team in conjunction with senior management
• Implement project strategy and manage team members
• Responsible for financial management of project
• Lead fundraising efforts, assisted by senior management, for the project, including cultivating donor relationships, to build on start-up funding already available
• Responsible for grant reporting and management
• Work in close partnership with one or more outside facilitators serving on the project team
• Coach, develop and mentor staff
• Manage stakeholder and consultant recruitment and engagement
• Build alliances and partnerships through networking and attending/presenting at conferences while acting as project ambassador
• Facilitate the creation and implementation of consensus solutions
• Design meetings and invite speakers
• Serve as a member of the senior staff team of Convergence, assisting in organizational wide meetings and activities
• Other duties as assigned or required

**Supervision Received:**
General Supervision by the Chief Operations Officer

**Supervision Exercised:**
Supervises project associate and interns. Supervises and coordinates with outside facilitators and consultants as needed.

**Qualifications & Skills:**
**REQUIRED:**
• A masters degree or equivalent in political science, economics, or related fields
• Demonstrated understanding and experience in the federal budget and fiscal policy, particularly the federal budget process, to include an understanding of national policy issues and the political landscape
• Minimum of 5 years’ experience managing large-scale projects
• Minimum of 5 years’ experience in supervising other employees
• Ability to be nonpartisan/neutral and to honor all points of view
• Strong communication and relationship building skills, including writing, public speaking and negotiation
• Ability to adjust strategy based on circumstances
• Exceptional decision-making and creative problem-solving skills
• Travel several times per year

**PREFERRED:**
• Fundraising experience
• Background in conflict resolution or collaborative problem-solving

**To Apply:**
Email your resume and a cover letter to jobs@convergencepolicy.org with “Director, Federal Budget Process Reform” in the subject line. Indicate where you saw the job announcement in the body of your email. No phone calls please.
About Convergence:
Convergence Center for Policy Resolution - www.convergencepolicy.org
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Convergence Center for Policy Resolution is an equal opportunity employer committed to the principle of diversity, and is particularly interested in receiving applications from a broad spectrum of people, including minorities, protected veterans, and individuals with disabilities.