ORIENTATION DESCRIPTION

Thirty years ago, the Hurston/Wright Foundation started as a space to nurture Black writers and to foster and encourage their voices and craft. Since then, we have created a thriving pipeline of writers who center Black culture and experiences in the literary art they create. Headquartered in Washington, DC, we conduct writing workshops, master classes, public readings, and writing competitions. To learn more about Hurston/Wright, visit www.hurstonwright.org.

PROJECT DESCRIPTION

Small nonprofits that are led by, and focus on communities of color, have historically been underfunded. As a result, many lack the financial resources and bandwidth to conduct robust research and program evaluations. This inequity promotes an endless loop that is hard to break out of because the philanthropic community increasingly demands quantitative metrics to prove program value. Hurston/Wright Foundation knows the power of our work, as proven by the recent demands across the country for more diverse voices. A Leading Edge Fellow will assist us in diminishing arts and humanities funding inequities by helping quantify our success, demonstrating our worth, and leveraging the support needed to build capacity and strengthen our programs.

The Leading Edge Fellow will join Hurston/Wright’s team as the Research and Evaluation Manager, and use data, research, performance metrics, personal narratives, and qualitative and quantitative data analysis to promote racial justice and equity in the literary arts. The Fellow will focus on developing a series of benchmark, evaluation, and performance management tools that help Hurston/Wright to: 1) document industry best practices, 2) assess our value and competitive edge viz a viz similarly situated literary arts organizations, 3) track our progress in meeting core program objectives, and 4) strengthen organizational capacity though the development of a three-year program plan. This research will help deepen public support for Black literary organizations and strengthen the case for funding our work. The Fellow will report to Hurston/Wright’s Executive Director; will be part of the organization’s leadership team; and will work closely with an energetic team of program and operations consultants. The fellowship tenure is 12 consecutive months, with an expected time commitment of approximately 40 hours per week. This is a full-time commitment for the fellowship year, including dedicated time for professional development activities.

Responsibilities and tasks:

- Design key performance metrics that help Hurston/Wright more clearly define our measurements of success
- Craft strategies for the organization to continuously engage internal and external stakeholders for input and feedback
- Conduct assessments of signature programs and services

This position is only available through the Leading Edge Fellowship program. You may not contact the host institution to inquire about this position.
• Develop a system for evaluating our new membership program and platform
• Track, gather, and analyze research and statistics
• Draft three-year plan for core programs and services
• Work closely (where relevant) with Hurston/Wright team members to produce and disseminate persuasive reports and briefing documents, profiles, and white papers to support Hurston/Wright’s organizational development
• Assist in developing funding proposals for future research projects

Qualifications:
• PhD in any field of the humanities or humanistic social sciences. Read more about eligible fields here;
• Excellent writing and research presentation skills; if selected, finalists will be asked to submit a research and writing sample;
• Familiarity with both qualitative and quantitative analysis; position will not require sophisticated statistical methods;
• Excellent organizational skills and detail-oriented approach;
• Willingness to work in a collaborative environment, accountability to goals, and ability to work independently;
• Ability to work under time pressure, meet deadlines, and prioritize tasks;
• Alignment with Hurston/Wright’s mission and values

Preferred:
• Previous work or volunteer experience with a cultural arts or humanities organization;
• Strategic planning knowledge; and
• Experience conducting program and/or organizational evaluations and assessments.

APPLICATIONS

• Information on the Leading Edge Fellowship Program: https://www.acls.org/Competitions-and-Deadlines/Leading-Edge-Fellowships
• All applications must be submitted through the ACLS Online Fellowship Application System (ofa.acls.org)
• Application deadline: 9pm EDT, May 6, 2020