

Manager, College of Social Justice

Department: College of Social Justice

Reports to: Director of College of Social Justice / VP-MSI

Grade: 7

Summary: As a new program area of the UUSC, the mission of the College of Social Justice (CSJ) is to build the capacity of Unitarian Universalists to catalyze justice, using as its lens UUSC, UUA and other UU-sponsored justice initiatives around the world. While specifically targeting UU's, all programs of the College will be open to interested persons of any faith or no faith. The plan envisions building capacity in three ways: First, by offering an expanded range of experiential learning programs which will provide participants the opportunity to learn first-hand about global justice issues and their roots, to experience UUSC's eye-to-eye partnership model and to be nurtured in life-changing personal experiences. These offerings will include JustWorks™ service-learning trips to work with UUSC and UUA partners as well as UU-customized service-learning trips offered through other partner agencies contracted and trained by UUSC. Some trips will be tailored to the learning objectives of specific constituencies such as seminarians, youth, young adults, or donors while others will be suitable for congregational delegations and general UU volunteers.

Second, the College will build capacity by educating future social justice activists—seminarians, young adults and youth—through more comprehensive and intensive justice education programs that explore global justice issues and theories of social change from a unique UU perspective. Whether by offering for-credit seminary programs that combine academic study of theology and ethics with shoulder-to-shoulder justice work, or by conducting a national summer Youth Justice Engagement Summit, or by establishing a range of summer internship and fellowship opportunities for young adults, the College seeks to prepare the next generations of activists to take UU principles out into the world.

Third, the College seeks to build UU capacity by making it easier and more rewarding for congregations to engage in congregation-wide justice projects. The College envisions helping congregations discern which issues are of central importance to them collectively and then make it easier for them to engage those issues directly by connecting them to ready-to-use life-span religious education curricula, providing opportunities for sponsorship of domestic and international projects, and developing options for congregants to engage in direct hands-on service work, organizing and advocacy. The College envisions a certification program for accomplished justice-seeking congregations and support networks of congregations that become expert leaders in specific issue areas. In all these ways the College seeks to enroll more UU's in active justice work and, in so doing, to enrich congregational life.

As a leader of this initiative, the primary responsibility of the Manger of the College of Social Justice is to develop a top-flight model of UU social justice education and ensure that it consistently underpins every program offering of the College. This unique pedagogy will include careful establishment of individual learning objectives, will illuminate the systematic and structural roots of injustice, racism, classism and oppression, and will teach state-of-the-art social change theory. Most important, it will facilitate direct personal experiences encountering difference, transcending boundaries and becoming allies. In every case this College pedagogy will explore what Unitarian Universalist theology and tradition teaches, will facilitate spiritual reflection, and will ask participants to develop a take-home plan for living out their faith. College programs will go beyond secular justice education to build the capacity of UU's to catalyze justice by being emboldened and sustained by their faith.

Essential duties and responsibilities:

Unitarian Universalist Service Committee Job Description

- Help lead the building of the College of Social Justice. By working in collaboration across agency departments, with CSJ staff, key partners and with UU stakeholders, the Manager of the College will be at the forefront of building a new UU justice education institution—clarifying its vision, strategy, business plan, and pedagogical model in the process.
- Develop a state-of-the-art social justice education program having a consistent pedagogy that builds understanding of global justice issues and the structural roots of injustice, that teaches the social change theory underlying UUSC's eye-to-eye partnership model, that grounds social justice work in participants' Unitarian Universalist faith, tradition and theology, and that facilitates their personal faith development.
- As a first priority, assume the lead in developing transformative justice education experiences for future activists-- seminarians, youth and young adults. Those will include for-credit, intensive global justice education programs conducted in partnership with UU seminaries; young adult internships on-site with UUSC and UUA partners in the field; 1-3 year long fellowship programs for young adults planning careers in social justice work; and a national Youth Justice Engagement Summit which will introduce the principles of social change and give participants first-hand experience in justice work.
- Support and supervise CSJ Staff (Associate for Experiential Learning and Senior Administrative Assistant) in developing a vibrant program of JustWorks™ service learning trips, building a framework that incorporates a network of educational partners-- UUSC program partners and others having the capacity to lead experiential learning programs, along with a cadre of trained trip leaders— and ensuring that all trips are of the highest quality and are grounded in a consistent pedagogy.
- Pilot and expand program ideas that facilitate congregation-wide justice engagement. Working in partnership with the VP, MSI and Institutional Advancement staff responsible for UUSC's volunteer network, help develop social justice curricula related to UUSC's program work; build opportunities for congregations' direct engagement in, and sponsorship of, UUSC's work; and develop a certification program for Justice-seeking congregations.
- Develop a robust CSJ alumni network and follow-up engagement program. This would include being intentional about appropriate post-trip advocacy opportunities and working across departments to identify ways to keep constituents actively engaged in UUSC programs and justice-seeking.
- Support and develop College staff, building a diversely talented team that works together collaboratively and flexibly to build the institution together. As a start-up unit, the CSJ manager will be responsible for developing an open, creative culture that values learning, reapplication and iteration.
- Support and supervise CSJ staff (Associate for Experiential Learning and Senior Administrative Assistant) in developing a strong back-office operation that can grow in scale and preserves and extends institutional knowledge. Maintain excellent data management for the program including personal confidential information.
- Be responsible for articulating intended program outcomes, monitoring progress toward them, and continuously evaluating and reapplying learning.
- Manage the CSJ budget and provide functional and programmatic supervision of CSJ staff, consultants, interns, and volunteers. Develop sustainable financing methods that reflect the varying means of trip participants and manage all Experiential Learning scholarship requests.
- In partnership with the Communications and IA departments, communicate and market UUSC's Experiential Learning program in fresh and compelling ways.
- Work with IA staff and Communications department to communicate regularly with the UUSC Volunteer Network and speak at congregations, district meetings, UUA General Assembly and community events to raise awareness for the College and to recruit volunteers, partners and participants for College programs.

Unitarian Universalist Service Committee Job Description

- Regularly monitor program accomplishments and report back to the agency and Board.
- In collaboration with staff from the Institutional Advancement Department, lead the preparation of funding proposals to support and expand experiential, CSJ volunteer and education activities.
- Other duties as required.

The ideal candidate will have:

- Minimum eight years experience creating, teaching and leading social justice education programs, preferably in a religious context.
- At least five years program management experience including a minimum of three years in planning, developing, budgeting and leading social justice education, religious education or experiential learning programs.
- Practical familiarity with Unitarian Universalism—especially its historical roots, theology and principles—and an understanding of educational models that enhance personal faith development.
- Pedagogical experience creating learning programs for different ages—youth, young adults and older adult learners. Knowledge of theological education would be helpful.
- A deep appreciation for building commitment to social activism through experiential learning.
- Experience organization-building: Hiring and supporting a diverse and diversely talented staff, building organizational commitment, raising funds, and increasing impact.
- Excellent interpersonal skills and the demonstrated ability to network extensively and build formal and informal collaborations with diverse stakeholders.
- Strong leadership fundamentals: excellent written and verbal communication skills; solid problem solving and decision making skills; good self-organization and the ability to efficiently manage efficiently large volumes of information.
- Proven ability to coordinate the efforts of a team of staff and volunteers committed to a shared purpose.
- Experience working for human rights or social justice advocacy in a faith context strongly preferred.
- Ability to travel commensurate with the requirements of the job.

Education

- Masters or higher degree in social justice, community organizing, education, theology, business or related field preferred.

**Interested applicants, please submit a cover letter and resume to
employment@uusc.org**

or mail to: Unitarian Universalist Service Committee
Attn: Director of Human Resources
689 Massachusetts Avenue,
Cambridge MA 02139

For more information about the Unitarian Universalist Service Committee, please
visit www.uusc.org.