

Hawaii's Early Childhood Action Strategy (ECAS) Community-centered Partnership (CCP) Lead

Job Description

Position Summary:

Manage ECAS' effort to build and strengthen the new Community-centered Partnership (CCP) effort, the goal of which is to center on the wisdom and knowledge of community members to inform ECAS network strategies, potential state and county priorities and philanthropic decisions. Building on successes and lessons learned from Red Umbrella, GrantCraft best practices, Haymarket, RSF Social, The People's Fund, Smallify and other participatory projects, this person will play a key role in focusing, developing and managing this work. This project will be focused on supporting Hawai'i's youngest keiki health, safety and learning.

The Community-centered Partnership Project has five shared values

- Reduce the distance between those most impacted, proposed solutions and funding
- Give voice and power to communities and families with the least amount of agency
- Strengthen and support community leadership
- Support effective public and philanthropic investments
- Promote social justice and equity

More information about the Community-centered Partnership (CCP) Project can be found at the end of this job description.

Essential Functions:

- Develop an Advisory team of five partners from neighbor islands. Three members will have lived expertise and two members will have experience in community leadership
- Work in close partnership with ECAS staff and Advisory team to develop and recommend the Process for the Community-centered Partnership (CCP) project to ensure an equity focus and a transparent and streamlined process including:
 - Establishing criteria for community selection
 - Selecting and training of community facilitators
 - Designing community panel selection and training processes

- Establishing process of story collection, sharing and feedback loops between community panel members, ECAS teams, state and county partners and philanthropic partners
- Designing fund application and selection, data collection and learning processes
- Creating messaging and communication materials (e.g. website content, info sessions, one-pagers)
- Renaming of Program from CCP to something more meaningful.

- Oversee and support implementation of CCP processes, including:
 - Budget and calendar creation for participants
 - Recruitment and training of community panel members
 - Recruitment and training of community facilitators
 - Provide technical assistance to community nonprofits on responding to expressed needs (examples include defining purpose and scope, designing budgets and metrics for evaluation)
 - Sharing of community panel learnings with story recipients to include ECAS teams, state and county partners and philanthropic partners
 - Communication with community panel members, applicants and reviewers around criteria, processes, timelines.

- Manage ongoing process improvements for CCP:
 - Collect, analyze and use feedback from community panel members, facilitators and story recipients (ECAS teams, state and county partners and philanthropy) to iterate and improve CCP and participatory practices
 - Stay abreast of field best practices to inform ongoing improvement and share lessons with the field as part of our ongoing commitment to transparency.

- Communicate about and grow support for CCP practices:
 - Work with philanthropic colleagues to identify and facilitate aligned donor opportunities;
 - Prepare timely updates and communications related to CCP practices
 - Identify hidden system dynamics for philanthropic, state and county colleagues.

Other Duties and Responsibilities:

- Support and participate in ongoing weekly ECAS backbone staff meetings, monthly convener meetings, quarterly Early Childhood Funders Hui meetings and bi-annual All-Network gatherings
- Individuals assigned to this position may perform other duties as assigned.

Goals for Y1-Y4 Include:

- Community facilitators and panel members are fully trained and confident in the process
- Community members experience new and unduplicated value in informing the funding decisions and systems-level improvements for their communities
- New insights to institutional early childhood system stakeholders are delivered and acted upon within the first six months
- Community panel members identify a prioritized set of needs specific to families with young children
- Gaps in programs and services are identified in supported communities
- Community nonprofits are better informed of the needs of families with young children and deliver services based on priority needs expressed
- Government and nongovernment funders adjust their contracts and spending to reflect expressed needs
- Incremental steps are made for future pilots to share greater power with community members

Qualifications

Preparation, Knowledge, Previous Experience:

- Bachelor's degree or equivalent work experience;
- Demonstrated experience working in and/or between systems that support Hawai'i's youngest children and families;
- 5-7 years of relevant professional experience;
- Entrepreneurial mindset and skill sets;
- Strong project management experience involving multiple stakeholders;
- General familiarity with and knowledge of nonprofit sector organizations and trends; and
- Understanding of and commitment to equity and inclusion practices and values and ways in which these intersect with government and philanthropy

Skills, Abilities, Competencies:

- Proven ability to effectively and efficiently manage multiple simultaneous complex projects or processes involving diverse groups of individuals to meet articulated objectives within established timelines;
- Demonstrated ability to seamlessly and effectively move between strategy and detail;

- Strong learning orientation: ability to make decisions based on information available and pivot as the context changes;
- Demonstrated abilities to work with both senior-level executives and families, in community;
- Proactive and resourceful: self-starter and skilled problem-solver;
- Works well in fast-paced, evolving environment;
- Proficiency with both cloud and app-based technology platforms and tools (especially Excel and other Microsoft tools, etc.);
- Excellent communication skills: oral, written and interpersonal including ability to interact well with a diverse group of internal and external stakeholders;
- Ability to receive and act on feedback in a constructive manner;
- Commitment to ECAS goals and objectives; and
- Good sense of humor and ability to be flexible.

Working Conditions & Physical Demands:

- Ability to work independently and meet deadlines;
- Ability to travel between islands and to the continent if needed;
- Ability to use a computer monitor and keyboard for long periods of time; and
- Ability to work onsite and remotely, as required.

This position reports to: ECAS Network Design and Innovation Lead

Salary & benefits: Salary commensurate with experience and ranges from \$85,000-\$95,000. Collaborative Support Services Inc. (the 501c3 backbone organization of the Early Childhood Action Strategy) offers an excellent benefits package, which includes 3- weeks of annual paid vacation; 3-months paid parental leave; 4% employer contribution to retirement account, professional development and a choice of generous health insurance plans.

This position is located in Maui County or Hawai`i County.

Closing Date of Application: Open Until Filled

How to apply: Please submit a cover letter sharing your personal interest as well as salary expectations, a resume, and cover letter describing your qualifications for this position to Kerrie Urosevich at kerrie@ecashawaii.org . If you have any questions, please direct them to Kerrie via email or call/text at 808-381-9635.

Collaborative Support Services is an Equal Opportunity Employer Our commitment to diversity includes the recognition that our mission is best advanced by the leadership and contributions of people of diverse backgrounds, beliefs and culture. Recruiting and mentoring staff to create an inclusive organization that reflects our network is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientation, gender identity, military, protected veteran status or other status protected by law.

Job posted: 08.08.2023

Where legally permissible, Collaborative Support Services inc. requires all new employees to be fully vaccinated and willing to keep up to date with vaccines that protect against COVID-19. By accepting an offer of employment, you agree to comply with this requirement, unless you are entitled to a legally mandated exemption.

About the Early Childhood Action Strategy

The Hawaii Early Childhood Action Strategy (ECAS) launched in 2012 to improve outcomes for children from prenatal through age 8. ECAS is a government-non government systems-change effort that uses a collective impact model to organize its work. The Community-centered Partnership (CCP) Lead will be part of a small, diverse and dynamic team. The team is referred to as the “backbone” team that supports the ECAS Network of partners and projects to achieve their collective goals.

The Collective Impact Forum states

“Too many organizations are working in isolation from one another. Collective impact brings people together, in a structured way, to achieve social change. It starts with a common agenda, establishes shared measurements, it fosters reinforcing activities, encourages continuous communication and has a strong backbone.”

The Forum’s Principles of Practice include

- Design and implement the initiative with a priority placed on equity.
- Include community members in the collaborative.
- Recruit and co-create with cross-sector partners.
- Use data to continuously learn, adapt and improve.
- Cultivate leaders with unique system leadership skills.
- Focus on program and system strategies.
- Build a culture that fosters relationships, trust, and respect across participants.
- Customize for local context.

<https://www.collectiveimpactforum.org/what-collective-impact>

The ECAS backbone team works closely with partners across health, safety and learning to align work, collaborate on outcomes and celebrate successes. For more information, please visit our website at <http://hawaiiactionstrategy.org/>.

WHAT IS COMMUNITY-CENTERED PARTNERSHIP (CCP)?

Community-centered partnership is the practice of working closely with affected community members about priorities that get elevated, funded and worked on at different levels. In practice, it means placing affected communities at the center of voice and decision-making.

Caitlin Stanton, from GrantCraft doesn't think it's rocket science. "If you're on board with the idea that the people who are closest to the issues probably have some good ideas about how to solve them—and that they are to be respected and compensated for their time to help with that process—you're probably on your way to incorporating a participatory ethos."

WHY IS IT IMPORTANT AND WHY NOW?

A neighbor-island funder approached ECAS with this concept because ECAS focuses on one of their priorities- early childhood systems building. In addition, ECAS supports an existing network that has sustainable funding and has requisite infrastructure for a demonstration project like this. In addition, ECAS network partners have been exploring ways to get grounded and ongoing input on what is needed community by community from families with young children and vested stakeholders. Although we currently do this at the team and project level, we don't do this at the systems and funding levels. The needs and strategies that get identified will potentially inform priorities for the ECAS teams, philanthropy, County, State and Federal partners. We have had this representation gap for years, especially in hardest to reach communities and on neighbor islands.

We have learned from a variety of structures for what this could look like and the CCP Lead will be responsible for the final design.

We feel the timing is right. We now have State and County momentum for prioritizing young children, we have a well-established cross-sector network and a backbone who has been doing intermediary work for a decade and our neighbor-island partners continually ask for greater engagement and prioritization. Key informants we have learned from over the last several months are listed in the appendix.

FOUR-YEAR PILOT

Estimated Cost: \$5,142,044 (with over half raised)

SHARED VALUES

- ❖ Reduce the distance between those most impacted, proposed solutions and funding
- ❖ Give voice and power to communities and families with the least amount of agency
- ❖ Strengthen community leadership
- ❖ Support effective public and philanthropic investments
- ❖ Promote social justice and equity

EVALUATION

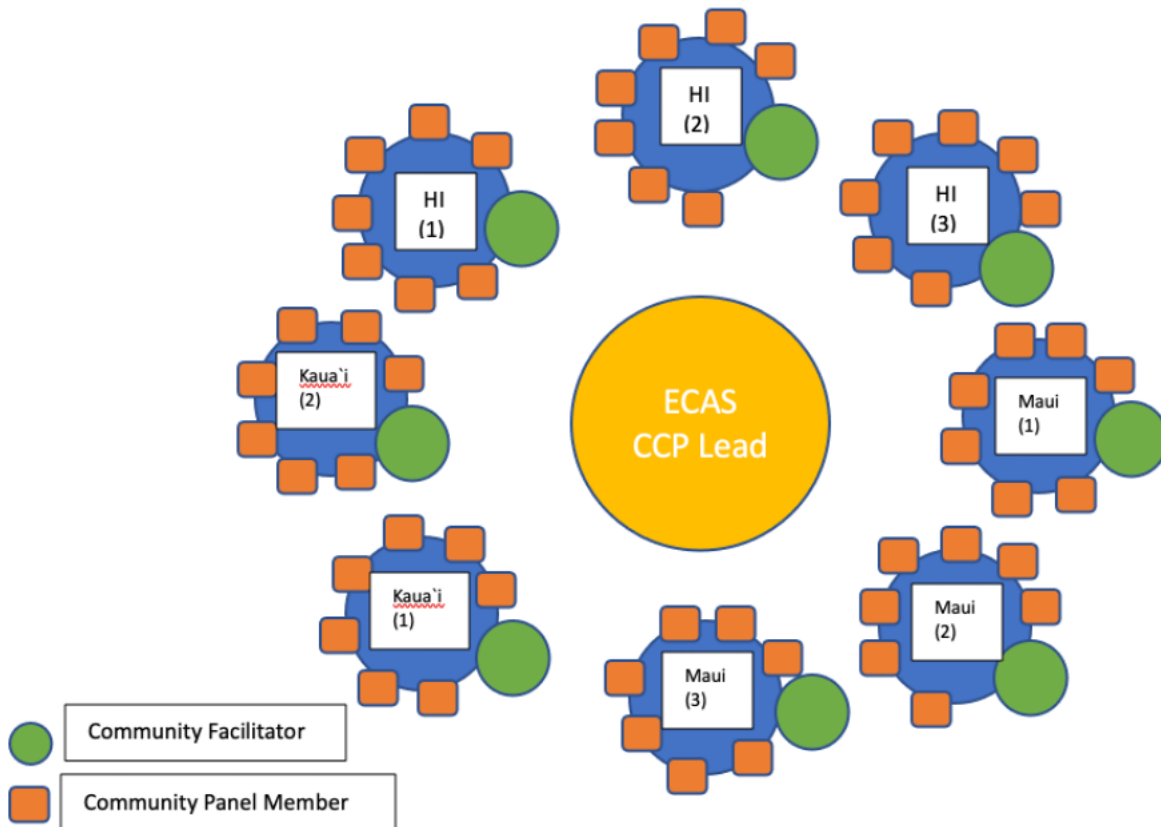
The CCP Lead will develop an evaluation framework and work with the ECAS Evidence and Outcomes Lead to organize and execute a community share-out in each community, after one-year of investment to share stories and learnings. Stories and learnings will inform project iteration and design.

DRAFT Learning Questions

- Will the immediate needs of families with young children be more effectively met when community panel members identify the need for their own communities?
- Will there be organizations working in each community that can meet the expressed immediate needs? If not, will organizations outside of the community be able to expand their scope?
- Will the stories and needs from community panel members illuminate systems' barriers that can be worked on with County and State partners?
- How effective is the process we use to address systems-level barriers?
- How responsive are systems-level actors to the identified needs?
- How do community stories influence how public dollars are spent?
- What excites funders (government and nongovernment) about this opportunity of community-centered partnerships and sharing of decision making? What makes them fearful or cautious?
- Will we see an increase in our youngest keikis' health, safety and learning outcomes in the communities supported?

CCP Structure

All CCP activity will support our youngest keiki's health, safety and learning. There is a full-time ECAS staff member who is coordinating the CCP on all islands, housed on a neighbor island. We spend Y1 establishing the basic infrastructure and hiring a CCP Lead. In Y2, two communities will be selected- one on Hawai'i Island and one in Maui County. We add three communities in Y3 and three communities in Y4. Each community has a contracted facilitator and a community panel of seven members from that community. Communities are selected based on the number of keiki under 5 who live in poverty and levels of access to programs and services.



On an annual basis, facilitators take the community panels through a full-day process to determine needs/priorities for supporting young children's health, safety and learning in their particular community. Needs and priorities are then reviewed by ECAS Conveners or

identified team and sorted based on the following questions. 1. Which needs can be met with programmatic dollars that could be allocated in their community? 2. Which needs need to be addressed at the systems-level? For needs that can be met with programmatic dollars, community programs can pitch a response to the need. Pitches are heard by the community panel who then provides recommendations on how the funds get allocated. For needs that need to be addressed at the systems-level, ECAS backbone or contracted staff will draft briefs identifying the need and will work with systems-level stakeholders on needed changes.

The CCP Lead will be responsible for training and supporting the facilitators and community panel members and advertising the opportunities for funding.

Appendix A

We have learned from

- Stupski Foundation members in CA who are currently partnering with three communities (LatinX, Chinese and Black)
- The People's Fund Hawai'i
- Public Agenda and Participatory Budgeting Project
- Democracy Fund and Rita Allen Foundation
- North American Participatory Budgeting Research Board
- Chan Zuckerberg's Community Fund
- Learning for Funders
- Edge Fund
- Haymarket
- Red Umbrella
- RSF Social Finance
- Global Greengrants Fund