



African American Leadership Forum

Our voices. Our future.

Forum Director

The African American Leadership Forum is seeking a talented and visionary leader as its first Director of the Forum. The ideal candidate for this position will have a passionate commitment to strengthening the Twin Cities African American community. This person will have responsibility for the overall operation of the Twin Cities African American Leadership Forum and will possess extensive leadership skills, a capacity to engage the broader community in the work of the AALF, an ability to work with a broad spectrum of African Americans individuals and organizations with a sense of shared purpose, and critical evaluation and strategic implementation skills all within the context of a volunteer-led movement.

The African American Leadership Forum:

The African American Leadership Forum is a movement of African American leaders that understands, values, and leverages “the power of the collective.” We are committed to bringing about positive change in the Twin Cities African American community.

We are engaged in deliberative dialogue and collective action to address the most critical issues affecting the economic, social, educational, and healthy well-being of all African American individuals and families in the Twin Cities community. Our 4 focus areas are:

Economic Development (Community Building) – To encourage and support long-lasting, ongoing investments to build wealth in the African American community.

Education and Lifelong Learning – To close the achievement gap for African American children in pre-K through 12th grade in the seven-county metro area.

Family, Culture, and Spirituality – To ground our work in our cultural principles, creating a tipping point that maximizes our potential.

Health and Wellness – To promote healthy living — mind, body, and soul — in the African American community.

Our Participants:

So far, approximately 650 seasoned and emerging leaders in the Twin Cities African American community are participants in the AALF. Leaders across community sectors — nonprofit, grassroots, faith, political, government, business, philanthropy, education, health, arts — are involved in this work. Participants are engaged not only in their professional roles but also as community members who have a personal investment and responsibility in the Twin Cities’ African American community.

Position Description:

Under the supervision of the Executive Director of the Headwaters Foundation, the Forum Director will manage Forum staff and consultants, lead fundraising, communications, and community outreach efforts, assist with developing long-term strategic partnerships, provide logistics and support for forum meetings and events, develop and maintain relationships with volunteers and funding partners, and be a spokesperson for the Twin Cities African American Leadership Forum. The Forum Director is responsible for anticipating and planning for emerging needs of the Forum and the African American community, as well as developing strategies to ensure that the African American Leadership Forum continues to grow as a movement.

Qualifications:

- At least a Bachelor's Degree
- Experience managing a complex program or organization
- Successful strategies in solving problems and bringing together divergent agendas
- Experience building collaborations across sectors
- Deep relationships with and commitment to the Twin Cities African American Community
- Financial management experience
- Program management experience
- Knowledgeable and proficient with Microsoft Office

Skills:

- Ability to multi-task in fast-paced environment
- Able to adapt to changes in workload and complete tasks while maintaining a calm and effective manner
- Strong ability to collaborate
- Excellent customer service skills
- Strong written and oral communications skills, comfortable with public speaking
- Organized and efficient
- Demonstrates a high level of ethical, professional, and confidential standards
- Deep relationships with and commitment to the Twin Cities African American Community

Interested applicants should submit a resume and cover letter to:

Trista Harris, AALF Co-chair
Trista@headwatersfoundation.org

Or by mail to:

Trista Harris
Headwaters Foundation for Justice
2801 21st Ave S., Suite 132B
Minneapolis, MN 55407

Mission: The Twin Cities African American Leadership forum is a movement of African Americans mobilized to address challenges and create long-term solutions for a vibrant and sustainable community.

Host Organization: Headwaters Foundation for Justice

Funding Partners: Northwest Area Foundation ■ Saint Paul Foundation ■ Minneapolis Foundation ■ Grotto Foundation ■ General Mills Foundation ■ Otto Bremer Foundation ■ Kellogg Foundation ■ Jay and Rose Phillips Family Foundation of MN