Atlantic Institute, in partnership with the Rhodes Trust
Senior Fellow Engagement Lead, Oxford, UK
Competitive salary range plus benefits

The Atlantic Institute was established in 2016 with the support of The Atlantic Philanthropies, and in collaboration with the Rhodes Trust, Oxford (UK).

The Institute supports the global Atlantic Fellows Program, which empowers catalytic communities of emerging leaders to advance fairer, healthier and more inclusive societies. Our Fellows are mid-career individuals from diverse professions, backgrounds and areas of expertise who are learning from one another to achieve demonstrable impact and solve distinct 21st century problems. We are currently have more than 250 Fellows participating in seven programs across five continents and this network will grow to thousands of Atlantic Fellows over the next twenty years, as a result of The Atlantic Philanthropies committing more than US $600m to seed and support the program.

The Atlantic Institute supports the vision of the Atlantic Fellows Program by:

- **Supporting lifelong community among Atlantic Fellows**, with access to resources and opportunities to connect, learn and work together;
- **Promoting collaboration and shared approaches across Atlantic Fellows Programs**, with virtual and face-to-face platforms for sharing knowledge;
- **Extending community** by connecting Atlantic Fellows and Programs to a broader global network of equity-focused leadership initiatives, and
- **Raising global awareness** of the work of the Fellows, and of the Programs.

More information about the Programs and the Institute can be found at our website: www.atlanticfellows.org

The Atlantic Institute is seeking a Senior Fellow Engagement Lead, who will work with the Program Director to develop a strongly connected lifelong community of senior fellows who *together* amplify their impact in the world and ultimately “bend the arc” of global inequity.

In particular, the Senior Fellow Lead will:

- Support the Program Director in the development and delivery of a strongly connected AF Program community, including:
  - Retreats and learning events for Program staff (*including annual Program staff retreats, peer learning workshops*)
  - A lead role in facilitation of the peer group on Senior Fellow engagement, and support to the Program Director in facilitation of collaboration by Program Directors from the seven Atlantic Fellows Programs
  - Support for cross-Program visits and staff exchanges
  - Support to the Communications Director in the identification of opportunities for communication and amplification of AF Program stories
• Lead operational responsibility for engaging the program Senior Fellow Leads to ensure the following outcomes:
  o Program staff input into global Senior Fellow offerings
  o A common senior fellow curriculum framework with alignment between local and global offerings
  o Best practice models developed and shared
  o A strong community of practice established

• Support the Program Director with design and implementation of programs in support of the work of Senior Fellows (underpinned by critical and inclusive pedagogy) and the development of a strongly connected lifelong community of action among Senior Fellows, including:
  o Design and delivery of convenings and workshops (including annual post-graduation All Fellows convenings, thematic conferences, smaller workshops led by AI or by Senior Fellows, short courses, conferences in partnership with other Fellowship Programs)
  o Curriculum development for Senior Fellows (in collaboration, as relevant, with individual Atlantic Fellows Programs)
  o In coordination with the On-Line Engagement Director, on-line engagement and learning opportunities (including webinars, on-line discussion groups, on-line platforms for project advice and development)
  o Strategic support to global Senior Fellow affinity groups
  o Mentorship and peer learning programs and networks (helping identify and map mentorship / peer support opportunities across and beyond the Programs, and monitor how these play out)
  o In coordination with the Communications Director, communication and amplification of Senior Fellow stories (including through the website, podcasts, publications, video)

• Support the Program Director with support offerings for Senior Fellows including:
  o Learning and Connection Grants
  o Affinity group collaboration
  o Externships
  o Awards
  o Leaders in Residence

• Support the Program Director (in consultation with Director of On-line Engagement) to develop a convening/engagement framework for 2021 – 2026 that incorporates new approaches to community building (including Augmented Realities)

• Support the development of a network of contacts with the University of Oxford and beyond who can serve as speakers, facilitators and resources for Institute convenings.
Education, Experience, and Technical Skills

Required
- Masters in Social Sciences, Education, Arts or Humanities
- Minimum 5 years’ experience in critical and transformative curriculum design and adult teaching and learning (including co-design and narrative change)
- Demonstrated critical understanding of the root causes of inequity and a commitment to social justice (in thinking and in action)
- An authentic leader and skilled communicator with the ability to engage successfully across diverse cultures and backgrounds
- Skilled writer with ability to produce communication products for a variety of audiences
- Solid organizational skills, able to effectively manage and prioritize work-flow to meet deadlines
- Works well independently and collaboratively within a team and demonstrates a high degree of initiative, resourcefulness and flexibility to meet needs of the role
- Able and willing to travel internationally, approximately 3 to 4 times a year
- Demonstrated commitment to (and expression of) the values of opportunity, equity, dignity, inclusion and action in approach to work and relationships
- Excellent computer skills and demonstrable knowledge of Microsoft Office.

Desired
- PhD
- An understanding of grant-making and the non-profit sector
- Business acumen with an understanding of reporting practices
- Skilled in using GSuite and database management (SalesForce or similar)
- Bilingualism (competency in another language other than English).

Competencies
- Collaborates
- Communicates effectively
- Action oriented
- Interpersonal savvy
- Optimizes work processes
- Nimble learning
- Creative and flexible work-style

Terms of appointment
Subject to a satisfactory probationary period of 6 months, this is a permanent role.

The Rhodes Trust participates in the USS pension scheme, enrolls staff for private health insurance on successful completion of probation and offers 25 days’ leave plus public holidays each year.

Please visit our website www.rhodeshouse.ox.ac.uk to learn more about the Rhodes Trust.
To apply
Please send your curriculum vitae (not longer than 3 pages) plus covering letter (no longer than 2 pages) and the contact details of at least two referees (these will not be contacted without applicant’s permission), to hr.manager@rhodeshouse.ox.ac.uk.

Enquiries about the vacancy can be directed to the Program Director, Evie O’Brien at e.obrien@atlanticfellows.org.

30 October 2019