Atlantic Institute, in partnership with the Rhodes Trust
Associate Executive Director - Community Engagement, Programming and Impact
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 Atlantic Institute vision is **accelerating the eradication of inequities** for fairer, healthier and more inclusive societies. We do this by providing Atlantic Fellows and Atlantic Program staff with the networks, architecture and resources to connect, learn and act to address the underlying systemic causes of inequity – locally and globally through:

- **Building a catalytic community** of leaders who connect, learn and collaborate across diverse perspectives for greater impact;
- **Providing courageous programming**, with virtual and face-to-face platforms that support fellows and staff to shift narratives, shape policy and create new solutions
- **Driving a culture of learning and innovation** by responding to changing needs, new technologies and brave ideas
- **Establishing a sustainable global network** with strong strategic partners and alliances for greater impact.

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 400 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.

More information about the Programs and the Institute can be found at our website: [www.atlanticfellows.org](http://www.atlanticfellows.org)

**Associate Executive Director - Community Engagement, Programming and Impact**

The Atlantic Institute is seeking an Associate ED Community Engagement, Programming and Impact who will lead a strongly connected lifelong community of Senior Fellows and Program staff who **together** will amplify their impact in the world and ultimately accelerate the eradication of inequities. This person is responsible for Institute’s community engagement, programing and impact strategy.

In particular, the Associate ED will have lead responsibility for design and implementation of programs in support of the work of Senior Fellows and program staff and the development of a strongly connected lifelong community of action among Senior Fellows and in particular:

- Leadership of the overarching design for all Atlantic Fellows and Program Staff convenings, forum and workshops ensuring responsiveness to need and alignment with the vision and mission of the Institute
Leadership of all offerings to Senior Fellows, Program staff that build connection and contribute to greater collective impact (e.g. grants, awards, affinity groups, externships)

Management of all convening budgets

In coordination with the Executive Director, development of “Fellowship of Fellowships” connections and activities involving Atlantic Senior Fellows

As agreed with the Executive Director, representation of the Institute to external partners, stakeholders and other audiences, and for the strategic mobilization of partners and resources to expand the networks of, and mobilize resources for, Senior Fellows.

They will co-ordinate support from the host Service Level Agreement and lead the Support Hub team, which includes:

- Program and Impact Lead (Senior Fellow Engagement)
- Program and Impact Lead (Policy)
- Program and Impact Lead (Innovation and Special Projects)
- Program and Impact Lead (Narrative).

Core Competencies

Consistent with all roles at the Atlantic Institute, it is essential that this Associate Director demonstrates a critical understanding of the diverse root causes of inequities and shows a commitment (in thinking and in action) to fairer, healthier and more inclusive societies. This means they are able to demonstrate that they:

- Use their skills, experience and knowledge to attract and inspire others; bringing people together in community
- Show courage, resilience and creativity in approaching problems and decisions
- Take responsibility and act with integrity based on strong self-awareness and continuous reflection
- Demonstrate social and emotional maturity/ability to hold diversity and complexity
- Build effective relationships and facilitates open and transparent community
- Are accountable for their own actions and decisions.

The successful applicant to this role will combine strong analytic, interpersonal and implementation skills and attention to detail with creativity and a commitment to continuous learning. While experienced in working in complex multi-stakeholder environments, they will be comfortable working in a small-team environment. Operational experience in a social-equity oriented institution, with significant (ideally at least ten years’) professional experience leading teams that support the delivery of complex programs is required.

The successful candidate will be based in Oxford, the United Kingdom, and will be expected to be able to travel locally and internationally when restrictions are lifted.
Specific knowledge, experience and skills

- Effective leadership skills, ability to motivate, engage and develop a team and community of purpose in an agile and complex environment.
- Significant experience, ideally at least five years, in an executive leadership role with demonstrated success in transformative community engagement, strategy and programming for impact.
- Demonstrated exceptional performance in building high performing teams and guiding and managing staff
- Strong intellectual capability with the capacity to engage with senior academics, business leaders, government officials, other leaders in a range of settings.
- An undergraduate degree is essential. The post holder will ideally have a postgraduate qualification in a thematic area relevant to the Atlantic Fellows mission, public sector or business management.

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.

To learn more about the Atlantic Institute and the Rhodes Trust, please visit our websites at www.atlanticfellows.org and www.rhodeshouse.ox.ac.uk.

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 recruitment@rhodeshouse.ox.ac.uk.

Applications must be submitted by 12:00 noon (BST) on Friday 24th July 2020.

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