



# Wildacres Leadership Initiative

**Partnership and Program Manager** – The Partnership and Program Manager is a full-time position at this statewide organization with responsibility for developing and delivering expanded outreach to all North Carolinians, including graduates of the William C. Friday Fellowship for Human Relations. This outreach will include hosting and co-hosting in-person gatherings around the state that are aligned with the stated mission, vision, and values of the organization. This position is responsible for an annual event (All Fellows Gathering) and stewarding relationships among Friday Fellows and partners around the state. The position's connective work is directed at Friday Fellows, the communities in which they lead, and groups with which they partner. The Partnership and Program Manager will collaborate with the Executive Director in the operation of the organization and support the Director of Programming with the flagship Friday Fellowship program. The Partnership and Program Manager reports directly to the Executive Director and will work collaboratively with all other WLI staff and volunteers furthering WLI's interrelated organizational design and goals.

## Major Responsibilities

### Fellows Network Programming

- Intentionally seize and create the circumstances and opportunities for Friday Fellows to both (re)connect socially and functionally collaborate in their communities in ways that align with WLI's mission, vision, and values.
- Conceive, develop, and implement the programmatic vision and focus for annual All Fellows Gatherings.
- Maintain contact with Fellows and record the ways they are leading (community events, social media, public communications, etc.) with the goal of connecting Fellows to share and work collaboratively in their regions, local communities, and areas of interest.
- Specifically support Fellows who are working with each other to model and achieve collaborative leadership.

### Partnership Management

- Convene gatherings of Fellows and non-Fellows across the state to build multiple cross-sector collaborative ventures that are ultimately self-sustaining.
- Develop each community gathering in a model consistent with organizational values.
- Connect these local collaborations with other individuals and groups throughout the state (and beyond) using the Fellows Network as relationship sustainers.
- Research and align the latest in leadership development theory and network leadership theory to ensure the Fellows from previous classes and new partners remain informed of current tools and possibilities in alignment with organization's mission, vision, and values.
- Collaborate with the Executive Director to ensure statewide coverage for these duties.

#### Fellowship Program

- Follow and practice the curriculum and programming of the current class to support the facilitation, direction, and management of the class as led by the Director of Programming.
- Collaborate with the Director of Programming or others in the work and design of the class that implements and realizes the organization's values.
- Attend seminars and support logistics for the program in consultation with the Director of Programming and as directed by the Executive Director.

#### Communications and Marketing

- Work collaboratively with the Executive Director, Board of Advisors, and others to revise and implement appropriate public profiles for WLI.
- Network on behalf of WLI with other organizations and potential partners.
- Collaborate with WLI staff and board on methods to express or refine alignment of organizational values and publicly visible activity.

#### Fiscal Management

- Develop and submit program budgets to the Executive Director for approval.
- Manage program expenditures within the approved budget.
- Reconcile and provide documentation for program expenses.

#### Program Evaluation

- Establish outcomes for components of WLI programs and evaluate progress with the intent of demonstrating various forms of impact in multiple time intervals.

#### Other Responsibilities

The Partnership and Program Manager will cross-train continually with the Executive Director to support all WLI staff and ensure the effective operation of the organization.

#### Skills/Knowledge/Qualifications

- Deep understanding and commitment to North Carolina, and the mission, vision, and values of Wildacres Leadership Initiative.
- Ability and willingness to create and hold spaces for differing beliefs and belief systems.
- Demonstrated history of successful adult group facilitation.
- Understanding of forms of presence and modes of hospitality as collaborative tools.
- Understanding of, and adeptness with, group dynamics.
- 5-7 years professional experience in relevant work such as leadership development, education, adult training and facilitation, teaching, community development, managing teams across a large geographic area, alumni relations, statewide associations, or chapter leadership.
- Strong interpersonal skills with an ability to work with people across all differences.
- Superior communication skills, with ability to relate to diverse constituents across NC.
- Effective presentation and outreach skills.
- Professional and personal style consistent with the philosophy of the organization.
- Excellent organizational skills.

Other Requirements include

- Valid NC driver's license.
- Ability to travel throughout North Carolina on a regular basis.
- Weekday, weekend, and evening travel is required including at least three 4-day weekend retreats per year at locations throughout the state. Other single-day trips will be a regular expectation of this position.
- Must be able to lift at least 20 pounds and assist in event set up and break down.
- The position is hybrid and requires the ability to regularly work online via Zoom, in Google Workspace (formerly G Suite), other software, and in-person including at least 3 days per month at WLI's physical office in north Raleigh.

Compensation:

\$70,000 salary; additional health insurance stipend paid as salary; no separate medical package; 45 days per year paid time off; employer-paid retirement contribution after 12 months.

To apply, please submit a resume, cover letter addressing your interests and qualifications for the position, and a list of three references along with their contact information. Please submit your items in a pdf format using this naming convention: "PartnershipandProgramManager-FirstNameLastName"

Email your application to [jobs@fridayfellowship.org](mailto:jobs@fridayfellowship.org)

Application review will begin on November 17, 2026 and continue on a rolling basis until the position is filled.

Wildacres Leadership Initiative is committed to recruiting a broadly diverse pool of qualified candidates for this position.