



Job Title: Social Enterprise Director

Reports To: Executive Director

Date: October 2021

Position Overview:

Support and nurture a social enterprise to employ high school students, program graduates and parents at Common Good. Establish a successful business model that achieves the goals of empowering young people in the design and making of a quality product. This is a full-time position (40 hours a week). Yearly salary \$40,000-\$45,000.

Essential Responsibilities:

1. Create and maintain a successful business model, and in collaboration with the Executive Director, assist in defining the Director's position itself.
2. Build meaningful and positive mentor relationships with students, graduates and parents. Display leadership skills and a strong passion for mentoring.
3. Develop a strategic marketing plan that includes messaging via social media, print and website.
4. Display entrepreneurial and visionary spirit; the ability and willingness to search for new ideas.
5. Conceive and communicate the big picture, while being aware of and managing the small details.
6. Establish and evaluate performance of short-term and long-term business plans.

7. Set standards for quality control/quality assurance on all product prototypes.
8. Mentor, manage and assist in the evaluation of employees.
9. Exhibit a growing understanding of design, design principles and applicable markets.
10. Develop annual budget, reconcile monthly expenses and present financial updates at Finance Committee Meetings.
11. Develop partnerships, promote wholesale business, and schedule sales events.

Requirements:

1. A strong passion and commitment to mission and outreach in an underserved community.
2. An awareness and understanding of the principles of Christian Community Development and the characteristics of a social enterprise business model.
3. To live in one of the neighborhoods Common Good serves.
4. A bachelor's degree preferably with emphasis in art, design, business and/or art education.
5. High levels of initiative, passion and energy.

Preferred Qualifications:

- Preferred that candidate is bilingual (Spanish and English Speaking).
- Experience working in an urban setting with students.
- Business and managerial experience, preferably with small start-ups.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the neighborhood and organization.

Interested individuals can submit their resume, cover letter and references to amy@commongoodlex.org by Friday, December 31, 2021.