



**Position:** Program Director  
**Location:** Remote  
**Reports to:** Chief Executive Officer

### ***About SBP***

SBP, a social impact organization focused on disaster resilience and recovery, **solves the challenges facing at-risk communities** and scales impact with a proven model that brings the rigor of business and innovation to reduce risk, create resilient communities and streamline recovery. By taking this holistic approach, SBP shrinks the time between disaster and recovery.

SBP does this in three connected ways—prepare, shape and build

1. SBP **prepares** individuals, communities and organizations to mitigate risk and speed recovery.
2. SBP **shapes** federal policy and system change and state and local disaster recovery programs to be more efficient and effective.
3. SBP **builds** resilient communities efficiently and effectively and shares our proven model and approach with others.

### ***Position Summary***

The Program Director is responsible for the strategy, development, and execution of the Share and Prepare Programs, two complementary initiatives:

- 1) The Prepare Program aims to reduce the impacts of disaster before they occur. The program focuses on protecting Americans in high risk, high need communities against floods, the costliest and most common disaster, in three key ways: a) increasing awareness of disaster risks and hazards; b) identifying opportunities to reduce risk exposure in the communities we serve; and c) closing the protection gap by promoting insurance uptake.
- 2) The Share Program grants funding and provides training and AmeriCorps members to other disaster recovery and response organizations to meet the needs of their high risk, high needs communities. This network of NGOs is deeply engaged with SBP's preparedness and advise programs and advocacy agenda.

The Program Director will report to the Chief Operating Officer and work closely with the Chief Development Officer and the Chief Strategy and Innovation Officer.

### ***Responsibilities***

- Develop and implement a strategy to achieve the goals and objectives of the program and also incorporate big bets and best practices to exponentially amplify the work and cause transformational growth.
- Initially supervise 2-3 full time staff members and build a team of mission-driven, high achieving professionals committed to significantly expanding the impact of these programs.
- Incorporate best practices to strengthen the activities, trainings, offerings and delivery methodology of each program to significantly move the needle on recovery, preparedness and risk mitigation behaviors across multiple high risk, high need communities.

- Build and strengthen our network of partners and communities accessing the Share and Prepare programs and deeply engage them to help us transform the disaster preparedness, response and recovery sector.
- Partner with the Development Team to achieve aggressive annual fundraising goals.
- Build out the portfolio of partners to offer recurring preparedness trainings and e-learning content into their learning platforms.

### **Performance Expectations**

- Possess a keen ability to cause transformational growth of the programs by bringing an entrepreneurial approach and infectious enthusiasm for the mission and goals.
- Align work performance with SBP's core values and have a strong commitment to achieving and exceeding key milestones and timelines
- Promote excellence and innovation and a flexible mindset
- Build a high achieving culture focused on problem solving, scaled impact and accountability for meeting individual, departmental and organizational goals
- Effectively prioritize workflows and activities in a fast-paced work environment
- Embrace a flexible mindset, creativity and problem solving
- Establish strong and appropriate relationships with staff, governing board, volunteers, donors, partners and the general community
- Adhere to the highest ethical standards in management, governance, and fund development
- Convey a professional and positive image and attitude regarding the organization and the not-for-profit sector
- Demonstrate a commitment to continued professional growth and development

### **Qualifications**

- Bachelor's Degree and minimum of 5 years of experience in disaster preparedness, response or recovery, risk mitigation, community development, behavior change, capacity building.
- Minimum of 7 years of program design, development and implementation experience preferred.
- Minimum of five years of leadership and management experience, executive leadership strongly preferred.
- Fluency in Microsoft Office, Salesforce, GIS Mapping and Google tools.
- Excellent writing skills and an ability to communicate clearly and effectively.
- Strong time-management and organizational skills.
- Creative and innovative.
- Pass a Criminal History Check to include sex offender registry, State Police, and FBI.
- Must be COVID-19 vaccinated and provide proof of vaccination.

[Click hereto apply](#)

*SBP is building a diverse and experienced staff. The organization encourages multiple perspectives and experiences, supports a multicultural environment, and strives to hire and retain a diverse workforce that reflects the populations we work with and the communities where we work. Our hiring and business practices appreciate the strengths offered through different backgrounds.*

*SBP is an equal opportunity, affirmative action employer and is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services programs, and activities. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity. It is the policy of SBP not to discriminate against any individual, person, or group on the basis of disability and the intent of SBP to address any complaints that may arise pursuant to Section 504.*