



## The Funders' Collaborative on Youth Organizing

### **Research Manager**

National - Remote (in the 50 U.S. states and the District of Columbia only)  
Full Time, Exempt

#### **ABOUT FCYO**

Since 2000, the Funders' Collaborative on Youth Organizing (FCYO) has worked to advance a strong, interconnected, and well-resourced youth-led and intergenerational organizing field capable of bringing young people and their communities together to build broad-based power and achieve lasting social change. FCYO works on dual fronts - as both a philanthropic and movement intermediary. We engage in grantmaking and infrastructure building to strengthen the power and praxis of youth and intergenerational organizing groups, and we organize funders to advance resourcing strategies that align with movement priorities. One of FCYO's core strategies is to build knowledge about and amplify learnings from the youth and intergenerational organizing sector, and the newly created Research Manager position will play a key role in advancing that work. You can learn more about FCYO's strategic framework [here](#).

#### **POSITION SUMMARY**

FCYO seeks a highly-organized, passionate, and multi-talented candidate committed to youth and intergenerational organizing and power-building strategies to join our team as Research Manager. Reporting to the Director of Learning and Development, the Research Manager will be responsible for executing FCYO's learning and research agenda. This newly created position will play a key role in developing and executing research about trends and patterns in the youth and intergenerational organizing sector, synthesizing and packaging learnings drawn from FCYO's own field-building efforts, and supporting the creation and publication of other written materials that elevate FCYO's thought leadership across the youth organizing, social justice, and philanthropic sectors.

#### **Knowledge Building and Sharing (35%)**

This staff person will hold the primary responsibility of managing the design, execution, and distribution of FCYO's knowledge building publications. This includes holding the process from beginning to end of a publication, coordinating staff and consultants at different phases of the projects, and ensuring that the quality of work is up to the organization's standards. We anticipate publishing 2-3 external publications annually. This staff person will also help manage FCYO's internal and external learning and knowledge library and support in ad-hoc writing for the organization, including but not limited to newsletters, one-pagers, and other collateral materials that are necessary for our work.

#### **Evaluation and Learning (35%)**

This staff person will work closely with FCYO's Director of Learning and Development to develop systems and processes for evaluation and learning to be used throughout the organization. This person will work in coordination with FCYO's Program Team to gather learnings from FCYO's programming and synthesize organizational impact to be shared with field organizers and philanthropy.

### **Funder Advisory Strategies (15%)**

This position will take direction from FCYO's Director of Learning and Development to implement funder advisory engagement projects. This work includes contributing to data collection and analysis, information gathering, landscape analysis, and writing.

### **Organizational Engagement and Administration (15%)**

All FCYO staff members are expected to participate in organizational strengthening activities, including: attending internal meetings, staff retreats and training; contributing to strategy and workplan development; completing ongoing administrative tasks, such as credit card reports, file and data management, etc. In addition, since FCYO has a small staff team supporting a wide community of youth organizing groups and philanthropic institutions, team members are often required to support organizational programming, including grantee convenings, board meetings, and funder briefings as needed.

## **SKILLS AND QUALIFICATIONS**

The ideal candidate will bring a sophisticated analysis of social justice issues, exceptional writing skills, experience with qualitative and quantitative research, an appetite for learning, reflection and assessment, and the ability to thrive in a dynamic, fluid, and fast-paced workplace environment. You may be the right person for this position if:

- You are known for being the one always sharing insightful and relevant articles in the group chat.
- You find the idea of holing up in a coffee shop for the day and diving into some writing to be quite dreamy.
- You are excited by and can get into focused writing time to produce quality work.
- You look at a spreadsheet and your mind immediately begins to ask questions and look for patterns.
- You love nothing more than a well organized folder, spreadsheet, or argument.

The ideal candidate will also possess the following skills and qualifications:

- Minimum of 4 years of experience in social justice work with a deep commitment to racial, economic, and gender justice and demonstrated knowledge of the national organizing landscape.
- Minimum of 3 years in developing, conducting, managing, and executing research projects that evaluate program effectiveness and impact, as well as publishing the results of the research findings.
- Excellent written and verbal communicator with proven ability to clearly communicate complex ideas to diverse audiences across multiple writing styles and forms and holding multiple writing projects at a time. This cannot be overstated.
- Strong interpersonal skills with the ability to build relationships and communicate effectively and professionally with a diverse range of people in a fully remote work environment.
- A proactive approach to project management and problem-solving alongside a demonstrated ability to develop and implement work plans, manage multiple projects, and deliver quality work on time.
- Ability to work independently and manage time effectively.
- Experience with philanthropy and/or funder communications preferred.
- Experience with grassroots organizing preferred.
- Strong skills with MS Office and Google, including Excel and Google Sheets.

At FCYO, we also consider a wide range of professional experiences, volunteer work, coursework, and other transferable skills born of experience to be relevant qualifications.

## **WORK ENVIRONMENT AND PHYSICAL DEMANDS**

The person in this position frequently interacts and communicates with staff and stakeholders, both remotely and in person. This role routinely uses standard office equipment such as computers, video conferencing tools, and phones. Must be able to be on camera and exchange accurate information in these situations.

All staff members support organizational activities that involve national travel by airplane, handling on-the-ground logistics for convenings, traveling and meeting with multiple vendors, and transporting meeting materials. They must be able to remain in a stationary position for 2-3 hours at a time, move documents and supplies weighing up to 25 lbs, and position themselves to file and retrieve documents.

## **TRAVEL REQUIREMENTS:**

2-4 days of national travel per month.

## **COMPENSATION**

In order to advance pay equity and transparency, FCYO maintains a tiered salary structure across the organization. The salary for this position is \$80,000. In addition, FCYO offers a full benefits package, including medical, dental, vision, and long and short-term disability coverage; a 401(k) plan; paid vacation up to 20 vacation days per year in addition to one summer and one winter office closure week; a remote work allowance for phone, internet, and home office setup; as well as other types of paid leave.

## **EQUAL EMPLOYMENT OPPORTUNITY STATEMENT**

FCYO is a project of and fiscally sponsored by Bend the Arc: A Jewish Partnership for Justice. FCYO and Bend the Arc value a diverse workforce and an inclusive culture and provide equal employment opportunities to all applicants and employees without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, veteran status, record of arrest or conviction, or any other legally protected status. Women, people of color, people with disabilities, and lesbian, gay, bisexual, transgender, and gender non-conforming individuals are strongly encouraged to apply. This job description is intended to convey information essential to understanding the scope of the position. It is not intended to be an exhaustive list of skills, efforts, duties, or responsibilities associated with the position.

## **HOW TO APPLY**

Priority deadline is January 30, 2026. Applications will be accepted on a rolling basis until the position is filled.

Interested applicants should submit a resume and cover letter (in PDF format) through the SM Apply portal that describes why you are pursuing this position at this time and contextualizes your relevant experience and qualifications: [https://fcyo.smapply.io/prog/research\\_manager](https://fcyo.smapply.io/prog/research_manager). Please also upload two writing samples for which you were a primary author, at least one of which is a research publication or an internal program evaluation plan.

We are committed to the full inclusion of candidates with disabilities and will work to provide reasonable accommodations in the application and interview process. Please advise in writing of any needs at the time of application. Accommodation requests and/or questions should also be directed to Helena Wong, Deputy Director of Organizational Development at [helena@fcyo.org](mailto:helena@fcyo.org) with "Research Manager" in the subject line of your message. No phone calls.