



Director of Community Partnerships & Impact

Full-Time, Exempt | Pasadena, CA (Hybrid) | \$85,000–\$90,000 annually

About Collaborate PASadena:

Collaborate PASadena is a supportive framework of the Pasadena Unified School District and the City of Pasadena, made up of individuals, organizations, and businesses dedicated to improving the lives of children and families. Our mission is to eliminate disparities in outcomes for children by partnering with the community and advocating to reduce structural racism and systemic inequities.

We envision every child in our community growing up in a safe, stable, and supportive environment that prepares them for success in school and in life. Our work is grounded in community voice, collaborative leadership, and a deep commitment to equity and belonging.

Collaborate PASadena is fiscally sponsored by Community Initiatives, a 501(c)(3) public charity based in Oakland, CA.

Position Overview:

Collaborate PASadena seeks a dynamic, community-centered leader to serve as its Director of Community Partnerships & Impact. This is a pivotal role within our small, committed team, responsible for leading community engagement and youth programming, overseeing the implementation of our strategic priority areas, and serving as a key connector between our community partners, youth, and the systems we seek to change.

This position reports directly to the Executive Director. The Director will supervise the LGBTQ+ Youth Advocacy Manager and their staff, and collaborate closely with the full team across all program areas.

Organizational Priority Areas:

The Director will provide leadership and coordination across Collaborate's core priority areas:

- Supporting area youth through the LGBTQ+ Zine Project and Youth-Adult Partnership
- Equitable support for Eaton Fire survivors and community recovery
- Supporting immigrant families through Community Circle facilitation
- Community Schools development in partnership with PUSD

Core Responsibilities:

Community Engagement & Youth Programming

- Lead and coordinate youth engagement across all priority areas, including the Youth Hub and LGBTQ+ Zine Project
- Facilitate community focus groups and participatory processes with parents, youth, educators, and community organizations
- Design and implement culturally responsive programming that centers community voice
- Build and maintain relationships with community-based organizations, youth leadership groups, parent networks, school site leadership, and local service providers
- Identify and cultivate new partnerships to grow and refine Collaborate's networks

Coming together . Working together . Succeeding together



Strategic Implementation

- Oversee implementation of strategic initiatives across priority areas in coordination with the Collaborate team
- Lead community-based asset mapping initiatives and participatory research
- Co-lead the development and maintenance of a youth services archive and oral history project, preserving community stories and lived experience
- Contribute to Community Schools development, including collaborative leadership structures and family engagement

Program Evaluation & Learning

- Develop and implement program evaluation frameworks to track community impact
- Contribute community stories and youth voices to communications and reporting
- Ensure youth voice is represented in external messaging, partner surveys, and annual reporting
- Coordinate with the Data and Development Manager on evaluation, asset mapping, and strategic messaging

Supervision & Internal Collaboration

- Supervise the LGBTQ+ Youth Advocacy Manager, providing mentorship and performance feedback
- Collaborate with the full Collaborate team on strategy, planning, and implementation
- Provide regular program updates for external communications
- Strategize with the Executive Director to connect community voice to systems change work

Relationships:

Internal

- Reports to Executive Director
- Supervises LGBTQ+ Youth Advocacy Manager and their youth staff
- Collaborates with Data and Development Manager on evaluation, communications, and asset mapping

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External

- Community-based organizations and grassroots groups
- Youth leadership groups and program participants
- Parent networks and caregivers
- Community Schools implementation partners and school site leadership
- Community researchers, facilitators, and local service providers
- PUSD, City of Pasadena, and other civic partners



Qualifications:

Required

- Demonstrated commitment to racial equity, community voice, and anti-racist practice
- Experience in community engagement, youth programming, or community organizing
- Intimate knowledge of the PASadena region and the social dynamics within the youth-serving community
- Strong relationship-building skills across diverse communities—including youth, families, educators, and organizational leaders
- Excellent facilitation, communication, and organizational skills
- Ability to manage multiple projects and work effectively in a collaborative, small-team environment
- Bilingual in English and Spanish (spoken and written)

Strongly Preferred

- Experience working with LGBTQ+ youth, immigrant families, or communities with additional support needs
- Background in program evaluation or community-based research
- Experience supervising staff or leading teams
- Familiarity with Community Schools frameworks, PUSD, or Pasadena-area community organizations
- Experience supporting focus groups, listening sessions, or participatory action research

Characteristics

- Energetic, people-centered, and able to motivate and connect across difference
- Organized, focused, and able to translate community relationships into concrete action
- Politically aware and sensitive to power dynamics in community and institutional settings
- Committed to collaborative leadership and sharing power with community
- Positive, solutions-oriented, and adaptable

Compensation & Benefits:

This is a full-time, exempt position. Salary range is \$85,000–\$90,000 annually depending on experience.

As an employee of Community Initiatives (fiscal sponsor), the Director will receive a comprehensive benefits package including:

- Medical insurance: full cost of employee-only coverage paid by employer; choice of Kaiser HMO, Blue Shield HMO, or Blue Shield PPO plans (dependents may be added with employee contribution)
- Dental insurance (Cigna PPO) and vision insurance (VSP)—full cost of employee-only coverage paid by employer
- Basic life and AD&D insurance (\$50,000 coverage) at no cost
- Short-term and long-term disability insurance at no cost
- 401(k) with employer match (100% match up to 3% of salary; 50% match from 3–5%)
- 20 days paid vacation, 12 days paid sick leave, 11 paid holidays, and 4 floating holidays annually



Work Environment & Schedule:

This position is based in Pasadena, CA. The primary work location is Collaborate PASadena's Pasadena offices and partner organizations, with work from home available when scheduling allows. Some evening and weekend availability may be required for community meetings, events, and focus groups. Local travel within the Pasadena area is expected.

How to Apply:

Collaborate PASadena is committed to building a team that reflects the communities we serve. We strongly encourage applications from people of color, LGBTQ+ individuals, immigrants and children of immigrants, people with disabilities, and others with lived experience in the communities we partner with. We are committed to providing reasonable accommodations throughout the hiring process.

To apply, please submit a resume and cover letter describing your experience and commitment to Collaborate's mission to:

G. Albert
Executive Director, Collaborate PASadena
g@collpas.org

Application deadline: Midnight, Monday, March 9, 2026.
Applications received after this date may not be considered.

EQUAL EMPLOYMENT OPPORTUNITY:

Community Initiatives is an equal opportunity employer and gives consideration for employment to qualified applicants without regard to age, race, color, religion, creed, sex, sexual orientation, gender identity or expression, national origin, marital status, disability or protected veteran status, or any other status or characteristic protected by federal, state, or local law.