

Position Description: Director of Strong Foundations

Classification: Professional – Exempt

Direct Supervisor: Senior Director of Strong Foundations

E3 Alliance is nationally recognized for our passion and success in transforming education to improve equity and student outcomes. The Director of Strong Foundations is a dynamic position with opportunities to learn, grow, and improve educational outcomes and equity for students across our region and state.

Background and Purpose of Position

E3 Alliance seeks a full time Director to support the E3 Alliance Collective Impact team. This role will report to the Senior Director of Strong Foundations and support the Collective Impact team in facilitating equitable systems change in education. They should have a background in education and have experience working in a school/school district setting. The Director will have responsibility for several key initiatives of the organization.

The Director's role requires strong organizational and facilitation skills, an understanding of local and state educational policy, exceptional attention to detail, as well as an ability to translate research into action. The Director is expected to exercise good judgment in responding to questions, troubleshooting problems, and working with internal team members across the organization as well as with external partners. To be successful, the Director will need to build and maintain collaborative relationships with staff at E3 Alliance, our school district and higher education partners, other partner organizations, and our Central Texas community.

This role is an excellent opportunity for an individual who is passionate about advancing equity in education through collaborative improvement.

At E3 Alliance we value both the effectiveness of remote work and the importance of in-person collaboration. E3 Alliance offers the flexibility to staff to choose to work remotely or in an office with the understanding that some in-person meetings will be required.

E3 Alliance is a data-driven education collaborative based in Austin, Texas. The E3 Alliance Mission is to transform education systems through data and collaboration so all students succeed. Founded in 2006, E3 Alliance is a nationally-recognized, non-profit, data-driven collective impact organization of education stakeholders, including 15 Independent School Districts, eight Institutions of Higher Education, and more than 200 community/industry partners working together to advance our regional education strategic plan, "The Blueprint for Education Change™". Read more about E3 Alliance on our website <https://e3alliance.org>

Our Core Values: Collaboration | Data-driven | Equity | Learning | Relentless

E3 Alliance is an equal opportunity employer, and has a Best Place for Working Parents 2022 designation.

Primary Duties and Responsibilities

The Director performs a wide range of duties including, but not limited to, the following:

- Develop and cultivate positive relationships with partners and other organizations in collective impact work
- Convene partner and community groups focused on creating a more equitable education system.
- Work closely with the internal research team to understand, vet and communicate data to improve education systems.
- Provide leadership and project management for grant projects and events.
- Plan meetings and facilitate joint action by a range of partners and constituents with diverse missions and perspectives to drive aligned action in improving educational outcomes for students in Central Texas.
- Work closely with partners to identify systemic challenges and bring promising practice and policy changes to scale using a collective impact framework.
- Create and deliver formal presentations on initiatives, strategies and outcomes
- Track expenses, budget and monitor of contractual activities.
- Foster Community Engagement and shift power to impacted communities through intentional inclusion in our work.
- Show initiative and innovation by bringing new ideas to the space that will help advance student equity and regional education outcomes

Minimum Qualifications:

- A Bachelor's Degree in Education or related field
- Experience in working in education delivery and/or administration, preferably in Central Texas
- Knowledge of practices and theory specific to education practice, specifically, improvement science focused on advancing equity in education
- Exceptional organizational skills and attention to detail
- Ability to draft effective communications
- Experience coordinating multiple projects with diverse members and tight deadlines
- Ability to take direction and complete tasks independently
- Experience in using data to drive decision-making
- Proven ability to establish and nurture relationships with key partners and community members, including school districts, education experts, community nonprofits, students, families, and/or business leaders
- Strong facilitation skills with the ability to plan and conduct efficient meetings
- Recognition and respect for diversity of culture and background
- High proficiency in Microsoft Outlook, Excel, PowerPoint, Word, Google Drive and Project Management tools

Preferred Qualifications:

- Master's Degree or equivalent
- Established relationships with key partners, including school districts and education experts in Central Texas desired
- Established relationships with adjacent sector partners (housing, workforce, medical, etc.)
- Work experience in a fast-paced, mission-driven work environment

- Good working knowledge of math, STEM and CTE instructional practices within school district systems
- Bilingual/bicultural

Compensation and Benefits

The E3 Alliance is housed at founding partner Austin Community College District, and through this partnership utilizes ACC payroll and human resource systems. Therefore, E3 Alliance staff has access to ACC compensation and benefits systems, including generous vacation and sick leave, insurance, and other benefits.

- Salary based on experience and expertise, as well as comparable pay for similar positions at other non-profit institutions: salary range \$61,027 to \$102,797
- Health care and dental insurance, TRS retirement benefits, disability insurance, and other standard ACC benefits
- E3 Alliance is unable to support candidates who require sponsorship to work in the United States
- This position is grant funded but does not have a defined timeframe and is intended to be a full-time, ongoing position