

**Position Description: E3 Alliance School Partnerships Specialist**  
**Classification: Full-time Professional**  
**Direct Supervisor: Chief Transformation Officer**

## **E3 Alliance**

E3 Alliance is a data-driven education collaborative based in Austin, Texas. Our 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™”. A brief highlight of our impact includes:

- The creation of the first multi-competency, student-centered standard for Kindergarten Readiness in Texas.
- Increased the regional STEM student pipeline by 910% in nine years, from 1,493 to 13,579.
- Launched and facilitated the Austin College Access Network, increasing direct supports for first generation college goers from 1,500 to 19,370 students.
- Facilitated a regional campaign to improve student attendance, returning \$37 million in revenue to Central Texas schools.

In 2015, E3 Alliance began expanding its support of proven initiatives and practices beyond Central Texas, to improve outcomes for all students served by school districts throughout the state of Texas on a fee for service basis. By doing so, we are extending our positive impact to tens of thousands of students across the state by providing services ranging from targeted systems-building workshops to multi-year school transformation partnerships.

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.

## **Purpose**

The purpose of this role is to foster and strengthen client and partner relationships in Central Texas and support the geographic reach of E3’s education supports and services beyond Central Texas to make them available throughout the state. As part of the E3 Alliance team, the School Partnerships Specialist will:

- Collaborate with E3’s Transformation Services and Blueprint teams to develop and continuously improve systems and strategies to strengthen relationships with districts and other external partners and support expansion efforts to scale impact across Texas.
- Engage in this work through the lens of transforming systems through data and collaboration so all students succeed, with a commitment to achieving equity in outcomes across different racial, income and ability groups.
- Work closely with the E3 Executive Director, Chief Operating Officer, Blueprint Directors and Chief Transformation Officer to advance the mission and impact of the work of E3 Alliance.

## **Ideal Candidate**

The ideal candidate has credibility with PK-12 educators, understands how schools and districts work, and has actively guided school improvement with a focus on improving equity in education systems. The candidate also should:

- Have demonstrated experience maintaining close relationships with public school district and/or state education agency leaders.
- Bring excellent verbal and written communication skills, as well as listening, presentation and facilitation skills.
- Have experience working with or for education systems as a school leader, district administrator, or other partner that brings direct credibility with educators.
- Have a solid record of accomplishment of developing and maintaining relationships with partners or clients, preferably in the education space.
- Have a strong ability to manage multiple projects at a time while paying attention to detail.

**Primary Duties and Responsibilities** for the School Partnerships Specialist includes, but is not limited to, the following:

- Work with PK12 campuses and districts to identify priority needs and follow-up support services.
- Provide direct services and work in support of E3 Transformation Services offerings.
- Collaborate with the Transformation Services and Blueprint Teams to sustain and continuously improve content and processes of services provided, collecting feedback and success stories.
- Maintain strong relationships with partners including school leaders, district leaders and other supporting organizations, working towards long-term partner and trusted advisor relationships.
- Develop and support client relationship management processes/systems to efficiently track and share needs, status, and actions pertaining to E3 education service partners.
- Understand our work products and services and be able to effectively communicate the benefits of each and what sets us apart from competitors.
- Perform research to understand our partners including: needs, budgets, and purchasing requirements.
- Work with the Chief Transformation Officer, Blueprint Team Directors and other E3 team members to manage services deliverables.

## **Required Education / Skills / Experience:**

- Bachelor's Degree or higher in Education, or related field.
- At least 5 years' credible experience in working in education and/or administration, preferably in Texas.
- Experience developing and delivering professional development for educators.

- Strong commitment to achieving equity in outcomes across all student groups through education systems change.
- Results-oriented, self-motivated to be productive and driven by equity in student outcomes.
- Experience in using data to drive decision-making.
- Professional experience in managing education projects with diverse stakeholders.
- Highly organized, with the ability to initiate and manage projects, balance competing priorities, and plan and conduct efficient meetings.
- Strong written and oral communications skills, including comfort in large public presentations.
- Recognition and respect for diversity of culture and background.

### **Compensation and Benefits:**

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 are supported through 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 nonprofit institutions
- Health care and dental insurance, TRS retirement benefits, disability insurance, extensive vacation and sick leave, and other generous 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