

## POSITION DESCRIPTION

|             |                             |         |               |
|-------------|-----------------------------|---------|---------------|
| JOB TITLE:  | Deputy Director, Programs   | STATUS: | Exempt        |
| REPORTS TO: | Managing Director, Programs | HOURS:  | Full Time     |
| DATE:       | June 2021                   | DEPT:   | Educate Texas |

### Educate Texas Vision

All Texas students, especially African-American, Latino or economically disadvantaged students, earn a college degree or credential that leads to a living wage and thriving communities.

### Educate Texas Mission

As a trusted change agent, we increase academic achievement and educational equity by leading programs, policy and partnerships.

### Summary

The Deputy Director, Programs will be responsible for managing and leading key initiatives of the Best In Class (BIC) Coalition, a joint venture between the Commit Partnership and Educate Texas of the Communities Foundation of Texas. The BIC Coalition is driving toward one overarching goal, grow the proportion of students who are on track for college and career success by increasing access to effective and diverse teachers and school leaders across Texas. The work of the BIC Coalition is focused around four key strategies:



The Deputy Director will be responsible for managing and leading key BIC initiatives aimed at achieving our overall programmatic goals and outcomes and will contribute to the overall strategy. The Deputy Director will report to the Managing Director, BIC, and will work closely with colleagues across Educate Texas, the Communities Foundation of Texas, and the Commit Partnership teams. The position is based in Dallas, Texas; a successful candidate must reside locally or be willing to relocate. This position may include travel across the state as the work continues to grow.

### **Key Responsibilities**

- Provide technical assistance and support for districts seeking to implement innovative, evidence-based strategies focused on developing and retaining effective teachers and leaders, such as Teacher Incentive Allotment (TIA) and Accelerating Campus Excellence (ACE) initiatives
- Effectively manage, facilitate, and engage networks of leaders and practitioners around key initiatives, including district working groups
- Support the efforts to use data and research to identify high impact strategies that will increase the number of effective teachers and principals in North Texas schools and districts
- Identify and cultivate strong relationships with key partner organizations, state agencies, coalitions and their staff that will implement Best in Class initiatives in their local communities
- Analyze and synthesize the findings from the portfolio of investments to determine the impact, challenges, and opportunities for subsequent efforts
- Explore and integrate strategies and programs that will increase the demographic diversity of teachers and leaders
- Work with a cross-foundational team to propose and direct investments to innovative and aligned efforts through the grantmaking process (e.g., identification of potential grants, proposal review, program management, partner engagement, report review)
- Collaborate with the policy team to identify potential legislative and/or regulatory implications and areas of support
- Track and interpret implications of education policy at the federal, state, and district levels, as well as innovative and influential organizations
- Provide strategic thinking and feedback to the statewide strategy for future initiatives and investments

### **Qualifications**

- Bachelor's Degree required, a Master's Degree in business, education, policy or other related field optional
- Five to eight years of experience in education, preferably in human capital management, administrative leadership support and/or school leadership
- Prior background in Texas public and higher education, national education policy, or non-profit sector
- Understanding and curiosity of the education sector's human capital structure both in public and higher education
- Strong interest in the national and statewide dialogue on education policy and ability to think across public and private sectors

### **Skills & Requirements**

- Ability to create strong, trusting relationships with team members and external stakeholders
- Dedicated to seeking equity and track record of aligning to that end
- Exceptional problem-solving skills, including analysis and synthesis of qualitative and quantitative data
- Strong written and verbal communication, presentation, and facilitation skills
- Ability to navigate between independent project work and team collaborative projects
- Talent managing a wide variety of stakeholders at different levels and ability to support interaction between leaders
- Ability to coordinate with individuals from a range of disciplines and backgrounds

- Natural interpersonal dynamic breeding trust and engagement of others
- Dedication to the mission of Educate Texas and to developing Educate Texas' evolving role in the education policy sphere
- Valid state issued drivers' license

**Disclaimer:** The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all employees within this class.

**Accommodations:** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

We are working closely with our talent partner, [WorkMonger](#), on this search.

To apply, please complete the application at the following link

<https://workmonger.com/deputydirectorprograms/>

And we will be in touch within five (5) days.

*Please know the application does require a resume and cover letter.*