POSITION DESCRIPTION

JOB TITLE:	Deputy Director, Programs, Best in Class	STATUS:	Exempt
REPORTS TO:	Managing Director	HOURS:	Full Time
DATE:	September 2019	DEPT:	Educate Texas

Educate Texas Vision
A leading catalyst for progress, Educate Texas, a public-private initiative of Communities Foundation of Texas (CFT), is an innovative alliance of groups that share a common goal: *Strengthen the public and higher education system so that every Texas student is prepared for educational and workforce success.*

Educate Texas Mission
Increase postsecondary readiness, access and success for all students by building partnerships, leading innovation, and scaling practices and policies.

Summary
The Deputy Director supports the Best in Class initiative, the joint venture between Commit and Communities Foundation of Texas. This effort is focused on improving the way we attract, prepare, develop and retain great and diverse educators for our students. Through this work, the Deputy Director will be instrumental in supporting the portfolio of strategies, partnerships, and investments for the BIC work and will be a critical team member in further advancing the overarching BIC vision. In addition, with the growing demand for this work, the Deputy Director will participate in the expansion of these strategies for other partners and communities across the state. This position is based in Dallas and may include travel across the state as the work grows.

Best in Class Strategies
The pillars of the Best in Class Coalition strategy:
- Attract a greater number of well-prepared educators who are increasingly representative of Dallas-Fort Worth student body demographics, to work in the region's highest need schools
- Ensure that all educator candidates go through certification programs and induction that prepares them effectively for classroom and school leadership
- Strengthen existing educator quality through improved, differentiated professional development supported by highly effective school leaders
- Increase retention of quality, diverse educators by supporting schools and districts in proven retention strategies such as expanded career path options and an enhanced teaching environment

Key Responsibilities
Portfolio Management and Oversight
- Provide technical assistance and support for districts seeking to implement innovative, evidence-based strategies focused on developing and retaining effective teachers and leaders, such the Accelerating Campus Excellence (ACE) and Multiple-Measure Evaluation (MME) initiatives
- Effectively manage, facilitate, and engage networks of leaders and practitioners around key initiatives, including ACE Working Group, MME Expert and District Working Groups, and Educator Prep Program/District Working Group
- 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

- Support the development of key partner organizations, 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 policy 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, with a Master's Degree in business, education, policy or other related field preferred
- 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.

Send cover letter, resume and salary requirements to:
careers@cftexas.org