

Position: SENIOR DIRECTOR OF SCHOOL PARTNERSHIPS
Department: Collective Impact
Reports to: Vice President, Collective Impact Partnerships
Date Prepared: February 2019

THE ORGANIZATION

United Way of Salt Lake (UWSL) is changing the way organizations, communities, schools, governments, and individuals work to fix complex social problems. Together, we can help every child and family succeed at school and life. UWSL's workplace is fast-paced, friendly, adaptive, and grounded in our core values: relationships, continuous improvement, results, and innovation. We offer competitive compensation including a comprehensive benefit package, generous paid time off, and flexible schedules. People with diverse backgrounds and abilities are encouraged to apply. Join us in changing the world, and giving everyone in our community the opportunity to live their best life.

POSITION

The Senior Director of School Partnerships leads our organization's efforts to create the strategy, partnerships, and innovations necessary for comprehensively helping high-risk schools succeed in reducing education disparities based on race, ethnicity, gender, and income.

ESSENTIAL FUNCTIONS

1. In collaboration with district and school partners, develop, implement, and support projects and partnerships related to: leadership and culture, teacher efficacy, student self-efficacy, and racial and economic integration
 - a. Build trusting relationships with district leadership, principals, cross-sector leaders, and community stakeholders
 - b. Convene and facilitate collaborative working groups focused on school success; ensure partnerships take collective action toward measurable results
 - c. Provide facilitation, strategic thinking, and project management to the activities of partnership groups
 - d. Plan for how to spread and scale promising practices
 - e. Manage group logistics, data, processes, and collateral
 - f. Collaborate on school success initiatives with the Director of Community School Partnerships and the rest of the school team as well as with team members leading civic and network partnerships to ensure alignment
2. Engage in rigorous continuous improvement processes
 - a. With support from data team, equip partnerships with the data and analytics to know where and how to invest their time, effort, and financial resources
 - b. Plan, execute, and monitor interventions against outcomes, and lead partnerships to modify practices based on findings
3. Be accountable for results and foster the sense of accountability for results in partners
 - a. Work with partners to develop a set of performance measures
 - b. Provide coaching for partners conducting improvement cycles
 - c. Establish personal and group norms that allow partners to feel highly accountable to reduce disparities based on race, ethnicity, income, and gender
4. Oversee school director team's data collection and reporting on measures of school success

- a. Collaborate with the school team and with the data team to develop and implement data collection processes
 - b. Create dashboards and standard reports for team and for leadership to monitor for school risk factors
 - c. Use data insights to adaptively elevate concerns about schools to relevant partners
5. Responsible for tracking and understanding education-related policies and practices
 - a. Determine how current education-related policies influence systemic practices
 - b. Stay on top of research related to evidence-based educational practices
 - c. Help team understand the implications of educational policy and practice change
6. Participate on the department leadership team
 - a. Provide leadership, mentorship, and support for external partners and staff
 - b. Align work across roles, set department strategy, and execute on that strategy
 - c. Provide content to marketing and resource development teams to broaden awareness of our work and increase potential funding opportunities
7. Support our partnership's leadership body, the Promise Partnership Regional Council
 - a. Collaborate with council members to advocate for necessary systems change
 - b. Prepare materials, talking points, and presentations for bi-monthly meetings

COMPETENCIES

- Knowledge of educational systems, policies, and practices
- Ability to convene a group of partners from different agencies and inspire them to engage in systematic cycles of analysis and action that improve outcomes for students and families
- Ability to hold honest conversations that lead to shared goals and aligned actions
- Foster trust and open communication with diverse partners
- Recognize and address conflict and concerns; proactively and creatively problem solve
- Help draw connections and alignment between ideas, programs, initiatives, and partners
- Interact comfortably with many stakeholders
- Synthesize information and simplify complexity
- Locate, disaggregate, and use data to forecast, structure conversations, and make decisions
- Address disparities related to race, ethnicity, income, and other factors
- Confidence and humility to ask questions, admit and address challenges, and "fail forward"

MINIMUM REQUIREMENTS

- 3-4 years of directly applicable experience
- 2-3 years supervisory experience
- 1-2 years working with data and running reports and queries in databases
- Bachelor's or Master's degree (or equivalent work experience) in education, public health, communication, sociology, or related field
- Experience working in math and/or computer science is preferred
- Proficient with Microsoft and Google suites

PHYSICAL REQUIREMENTS

The employee is regularly required to communicate clearly, in oral and written formats, with others in person, over the phone, and via other devices. The employee must be able to transcribe, read extensively, prepare and analyze data and figures, constantly operate a computer and other standard office machinery. The employee is required to regularly travel to offsite locations, and must have the

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ability and means to travel, and to set-up presentations and displays in physical and electronic forms. The employee must have the ability to lift, carry, push and/or pull objects weighing up to 30lbs.

BENEFITS

This is an exempt position will full benefits; salary commensurate with experience.

APPLY

Please visit UWSL's [Career Center](#). A complete application will include a resume and cover letter. You may contact jobs@uw.org if you have any questions regarding employment opportunities.

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