



**position available**

<b>Position</b>	<b>Deputy Director, Alumni &amp; Network Impact</b>
<b>Schedule/Status</b>	<b>Full-Time, Exempt</b>
<b>Duration</b>	<b>Permanent</b>
<b>Location</b>	<b>Los Angeles</b>
<b>Reports to</b>	<b>Senior Director, Alumni &amp; Network Impact</b>

### **Our Why**

The Broad Center prepares and supports remarkable, dedicated professionals who create conditions to empower good teachers to do great work so all students can learn and thrive.

For 17 years, The Broad Center has been at the center of our nation’s efforts to provide every student with a world-class public education. At our core, we believe every public school system should be and can be an engine of excellence and equity. America’s students deserve nothing less.

Doing this work requires diverse leadership by team members who share the same belief. This belief is paramount to the team at The Broad Center, and we are inspired to make a difference by creating a growing network of experienced leaders and managers who are rising to this challenge.

Our work will be done when every family in every community can send their child to a great public school that meets that student’s every need. Until then, our team and our alumni network won’t rest.

For more information, visit our website at [www.broadcenter.org](http://www.broadcenter.org).

### **What We Do**

The Broad Center is a nonprofit organization that recruits, trains and supports talented leaders from across America to transform urban public school systems. Our programs—The Broad Academy and The Broad Residency in Urban Education—prepare these professionals to put their skills and know-how to work and make student learning the primary driver of every central office dollar and decision. In public school districts, charter management organizations and state departments of education, more than 800 members of The Broad Center’s network are working with educators, parents and community leaders to help schools soar. Regardless of the setting, Broad Center alumni are aligned around a common vision: creating the kinds of environments that enable teachers to do great work and students of all backgrounds to learn and thrive.

The Alumni & Network Impact (“ANI”) team is dedicated to supporting this vision by increasing the impact of alumni individually and collectively. Specifically, ANI focuses on creating impactful learning experiences, and providing career support and development. Through a portfolio approach (e.g., best-in-class coaching, study-trips, content rich convenings) they deliver opportunities for alumni to collaborate, share best practices, continue learning, and remain inspired.

Our culture and team set us apart; our people are dedicated to driving impact and making a difference every day, and our climate is collaborative and vibrant. Diversity, equity and inclusion are vital to this environment. Our diverse skills, experiences, backgrounds and differing viewpoints lead to stronger ideas and lasting results, and our commitment to the values of equity and inclusion show up in our programs, our partnerships and for our team members.

#### **What Drives You**

This is an ideal opportunity for someone with a passion for increasing student achievement for children all across this nation by transforming urban public education systems. This position will be responsible for direct network member support, development and implementation of strategies, systems and processes to increase high-quality individual career supports and professional development, while building for scale of an increasingly growing alumni community.

Our mission is to positively impact millions of children by improving K-12 public education. This is a difficult mission and requires the dedication of tireless, creative, smart people who enjoy operating in a fast-paced environment. The ideal candidate is a self-motivated, over-achiever with strong initiative who thrives on a small team as an individual contributor and team member.

#### **What You'll Own**

This role supports the ongoing growth and impact of our program alumni in a number of ways, including:

##### **1) Direct Alumni Support**

- Build and maintain strong relationships with alumni consisting of CEOs / superintendents and cabinet-level leaders in urban school districts, charter management organizations, state departments of education and other K-12 educational organizations
- Identify career and professional development opportunities to support ongoing growth in leadership, knowledge and functional skills
- Support self-assessment, self-awareness and development through 360-degree feedback, coaching and mentoring to provide insights on work-related issues and inform career plans
- Implement systems and strategies that allow alumni to shadow one another, share best-practices, provide mutual inspiration and draw from the collective wisdom of the network
- Work closely with the senior director, managing director and ANI Career Supports team to provide direct support to CEOs / superintendents and cabinet-level leaders as driven by their context and needs
- Work closely with other Broad Center colleagues to provide mutual support and alignment and help identify areas of focus for TBC events

##### **2) Talent: Career, Professional Development and Engagement Services**

- Assess current offering of career, professional development and engagement services; develop clear recommendations for service enhancements and efficiencies, as well as for prioritization, implementation and codifying of processes while making continuous improvement and opportunities for automation through leveraging technology

- Constantly working to better understand network member needs, behaviors and impact to better inform relevant career, professional development and engagement services through participation in shadow days, ANI convenings, The Broad Academy and The Broad Residency sessions and recruitment / selection activities

### 3) Strategic Planning, Special Projects and Project Management

- Develop and implement long and short-range plans to set ambitious yet achievable goals to ensure structures are in place to drive work forward, revisit and revise as relevant
- Lead special projects and provide support related to ensuring how to best serve network members, ANI team strategies and TBC organizational goals
- Ensure high-quality project management and application of knowledge, skills and tools to meet project objectives

The statements in this description represent typical elements criteria, and general work performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the job.

#### What You'll Need

- A passion and demonstrated commitment to transforming K-12 public education; experience working in a school district, charter management organization, or state department of education a plus
- Demonstrates a growth mindset and constantly seeks challenges
- 10+ years of professional work experience
- 20-25% travel requirement
- Bachelor's degree required; graduate degree a plus
- Deep content knowledge of the levers for improvement of K-12 urban education systems
- An understanding of the roles, challenges and opportunities of school system leaders
- A track record of successfully leading complex multi-stakeholder projects and teams
- Ability to provide, proactively seek out and act on feedback
- Exceptional written and verbal communication skills with executive audience
- Proven ability to form relationships and credibility with a diverse set of people quickly and consistently
- Strong critical thinking skills with the flexibility to respond to shifting priorities and new opportunities
- The ability to work in a fast-paced, entrepreneurial, deadline-driven environment often managing multiple tasks and projects simultaneously
- Ability to thrive on a small team as an individual contributor and team member

Employment is contingent upon a thorough background and reference check. You must be legally entitled to work in the United States.

#### What We Offer

We are pleased to provide full-time permanent team members with:

- Competitive salary, vacation and 401(k) retirement savings plan with a generous employer match
- Employer contributions to medical, dental, vision and life insurance plans
- Pre-tax commuter benefits
- Flexible spending accounts for medical and family care expenses
- Free access to an on-site gym and a steady supply of nutritious snacks in our shared kitchen

**Join Our Team**

As a member of The Broad Center team, you'll work alongside sharp, driven colleagues who have a sense of humor matched with generosity of spirit.

To apply, please visit <https://www.broadcenter.org/about/join-our-team/>

We will only contact applicants chosen for further consideration.

**An Equal Opportunity Employer**

The Broad Center does not discriminate on the basis of race, color, religion, ethnic or national origin (including associational and perception-based discrimination based on national origin), age, disability, gender, sexual orientation or other characteristic covered by law with regard to employment opportunities.

The Broad Center is committed to providing equal access and opportunities to candidates with legally recognizable disabilities. We will make our best effort to provide reasonable accommodations at every stage of the application process. Disclosing a disability or requesting a need for accommodations is a separate and distinct process from selection and will have no bearing on a candidate's application status. If you need to request an accommodation or have any questions regarding our disability accommodations policy, please send an email to [DAO@broadcenter.org](mailto:DAO@broadcenter.org).

**Date Posted**

February 2019