



Job Opportunity

Position Title:	Education Director
Classification:	Full-Time (Exempt)
Reports To:	President & CEO
City, State:	Williamsville, NY
Date Posted:	June 6, 2022
Application Deadline:	June 20, 2022

Objective: Oversee JA program delivery in grades K-12 throughout our eight-county region, while engaging a diverse volunteer base to represent the varied backgrounds of the students we serve. Lead and manage Education Department staff to meet the goals and objectives outlined in the organization's Strategic Plan. Introduce and train staff, teachers and volunteers about JA program delivery models, including traditional, digital and/or virtual program delivery platforms, as well as supplemental and Specialty Program delivery models to support JA program integrity, sustainability and expansion. Maintain JA brand awareness and integrity. Ensure a system for gathering JA program outcome data is implemented utilizing the current pre/post-test model or new JA Pathway Analytics System. Uphold organizational quality standards and adherence to program models.

Primary Responsibilities:

- △ Lead and manage Education Department staff to meet the goals and objectives outlined in the organization's Strategic Plan.
- △ Develop, cultivate, strengthen, and steward sustainable community partnerships promoting teacher, volunteer, or funding engagement.
- △ Strengthen and enhance current business and community partnerships to support educational, community, and business objectives.
- △ Be aware of the trends in your area of expertise and the community by joining groups or organizations that provide up-to-date information and networking opportunities.
- △ Maintain awareness and compliance to JA USA Policies and Procedures, Operational Standards and deadlines for all JA USA reporting requirements.

Organizational Relationships: This position works closely with the President & CEO and staff and serves as a liaison with Board Committees.

Job Requirements:

- △ Degree in education, business, or related field, plus five years of classroom or business experience desired.
- △ Demonstrated interpersonal, managerial, organizational and planning skills.
- △ Evidence of problem solving, creativity, and self-motivation.
- △ High level of integrity, diplomacy, and initiative.
- △ Leadership | supervisory experience.
- △ Computer literacy, technology, and social media Proficiency.
- △ Knowledge of education community/organizations and School-to-Work initiatives
- △ Strong oral and written communication skills.

- Δ Working knowledge of Windows 10, MSOffice365 and BCRM or other constituent management program; i.e. Razors Edge.
- Δ This position requires a valid driver's license, dependable transportation, and ability to work nights or weekends.

E-Mail Resume to: Interested candidates should submit a cover letter and resume to jcrawford@jawny.org by close of business on Monday, June 20, 2022.

About Junior Achievement: Junior Achievement is the nation's largest organization dedicated to giving young people the knowledge and skills they need to own their economic success, plan for their futures, and make smart academic and economic choices. Junior Achievement's programs—in the core content areas of work readiness, entrepreneurship, and financial literacy—ignite the spark in young people to experience and realize the opportunities and realities of work and life in the 21st century.

With a Mission *to inspire and prepare young people to succeed in a global economy*, JA envisions a world where young people have the skillset and mindset to build thriving communities.