



JACKSONVILLE
**PUBLIC
EDUCATION**
FUND

Powering Potential

☎ 904.356.7757

📠 904.394.2005

40 East Adams Street
Suite 110
Jacksonville, FL 32202

Director, Teacher Leadership

FLSA Classification: Exempt

Reports to the Vice President

About the Organization

The Jacksonville Public Education Fund (JPEF) is an independent nonprofit organization dedicated to powering the potential within and around our public schools by sparking innovation, relationships, and resources.

Through collaboration with the community and Duval County Public Schools, we envision a future when *all* students have the opportunity to attend high quality public schools and graduate ready for college, a career, and life. To achieve that end, JPEF is focused on achieving four interrelated goals:

1. Partnering with Duval County Public Schools to strengthen its efforts to build a system and culture that attracts, supports, and retains excellent people.
2. Elevating and empowering excellent teachers with leadership opportunities beyond the classroom to improve retention, school culture, and skills transfer to other teachers.
3. Increasing knowledge and defining opportunities for elevating and growing the pool of exceptional school leaders.
4. Activating parent, caregiver, and neighborhood voices to inform, advocate for, and support excellent teachers, school leaders, and positive school culture.

JPEF has a highly engaged and diverse board, significant fiscal resources, and talented staff to drive the work of the organization. The fast-paced and entrepreneurial organization has a strong eight-year track record of helping the school district to significantly improve outcomes for kids through innovative, community-focused, and data-driven solutions.

Position Summary

JPEF seeks a strategic, visionary, and passionate education leader to fill the position of Director, Teacher Leadership. Responsible for guiding JPEF's key initiatives to advance educator excellence and build high-quality educator pipelines, the director will play a critical leadership role on the organization's program team. Leveraging data and research and civic voice, the director will build the capacity of key stakeholders and partners to champion and implement promising teacher-focused policies and practices, including engaging, informing, and mobilizing excellent educators themselves. The director will immediately develop and implement strategies to strengthen the EDDYs—our annual program to celebrate Duval County's best teachers—to an increased level of impact on teacher retention and improved instruction.

Reporting to the Vice President, the director will work closely with other Jacksonville Public Education Fund staff members to advance overall program goals and strategy; ensure the alignment of our efforts; engage in collaborative learning, planning, and action; measure impact and make continuous improvements. A successful candidate will bring critical relationships with local practitioners and policymakers; strong program management; and evaluation, communication, organization, and analytical abilities.

Responsibilities

- Lead JPEF's efforts to engage, inform, and mobilize excellent educators and to develop and support strategies to build high-quality educator pipelines, including recruitment, development, support, and retention of excellent teachers. This includes helping to provide strategic analysis and background related to improving high-quality teacher pipelines by tracking and monitoring relevant policy and practice developments locally, statewide, and nationally.
- Lead the overall EDDYs Experience to celebrate and learn from Duval County's best teachers. This includes implementing the EDDY Awards and E³ Summer Fellowship, as well as coordinating a purposeful orientation, deeper business-school collaboration, events for teachers to learn and lead by sharing knowledge and practices, and ongoing cohort experiences through online platforms.
 - Lead the nomination, application, selection, and announcement process for the Duval County teacher of the year program.
- Partner with the Community Foundation for Northeast Florida to lead planning, implementation, and review of the Cindy Edelman Excellence in Teaching Fellowship. This includes working with JPEF and Community Foundation staff to plan the public launch of the fellowship, promote and manage the application process, coordinate reviewers and the review of applicants, plan the announcement of the recipients, and provide any other ongoing support to the fellows.
- Lead or help guide as assigned other teacher-focused efforts aligned to JPEF's goals and strategies to support school leaders. This will include determining meaningful ways to align JPEF's teacher-facing work with JPEF's school leadership work.
- Arrange for and manage contracts when outside firms are needed to help advance teacher-focused programs.
- Speak at public forums, conferences and meetings, as well as to print journalists and broadcast media, as needed, regarding JPEF's efforts to strengthen educator pipelines.
- Speak with donors, potential donors, and partners with regard to JPEF's teacher-focused work, including, but not limited to the EDDYs Experience (EDDY Awards and Gala, the E³ Summer Fellowship, and Professional Learning Scholarships), the Cindy Edelman Excellence in Teaching Fellowship, and more.
- Collaborate with internal cross-functional teams to develop and implement strategies, initiatives, tools, and resources related to teacher-focused policy, advocacy, data, research, and community engagement.
- Develop and maintain strong relationships with leaders of teacher programs throughout the local and state public education community, including key leaders at Duval County Public Schools and other local providers and schools to strengthen partnerships, facilitate their/ their teachers' engagement in JPEF programming, and share and gain information and insights regarding policy and practice improvement.
- Partner with leadership and development teams to support donor engagement and stewardship strategies that promote teacher leadership programs.
- Partner with Director of Data and Research to track data and interpret results for the impact of JPEF's teacher-focused activities, initiatives and goals; reflect and report regularly on those data to inform recommendations for improvement.
- Participate in internal meetings, work sessions, and retreats.
- Support other program efforts as overall JPEF strategies and priorities dictate.
- Develop internal processes and systems to effectively manage work streams.

Qualifications

Education/Career Experience

- Bachelor's degree required; advanced degree preferred.
- Minimum of five years' work experience; leadership experience as an educator and some experience in school leadership, community engagement, research, or public policy.

Additional Skills, Knowledge and Abilities Required

- Excellent program planning, management, and evaluation skills and ability to manage multiple projects simultaneously, prioritize deliverables, and handle unanticipated demands and requests.
- Excellent interpersonal skills, a collaborative style, ability to engage colleagues at all levels.
- Strong organization and analytical abilities with careful attention to detail.
- Superior written and oral communications skills. Ability to communicate effectively with internal and external contacts at all levels.
- Comfort and experience with Microsoft Office, Google Apps (e-mail, calendar, documents), and online communications (Facebook, Twitter, etc.)
- Maturity and confidence to work internally and externally with various leaders, partners, staff, and consultants to support the organization's efforts.

Additional Qualifications

- Clear commitment to the importance of providing a high-quality public education for all students in Jacksonville, particularly historically underserved student populations.
- Ability to thrive in an entrepreneurial, start-up like environment.
- Ability to work effectively in a fast-paced, deadline- and goal-driven organization.
- Excitement and openness to continued learning and development.

Salary and Benefits

Salary for this position ranges from \$55,000-\$65,000 and depends on prior experience. In addition, a comprehensive benefits package including employer-paid health, dental, vision and life insurance is included, along with a matched 401(k) retirement plan.

Commitment to Diversity

The Jacksonville Public Education Fund encourages individuals of all ethnic and racial backgrounds to apply for this position. We are committed to maximizing the diversity of our organization, as we want to engage all those who can contribute to this effort.

How to Apply

Please submit a cover letter and résumé (or CV) in PDF format to jobs@jaxpef.org with the subject line "Director, Teacher Leadership." Applications will be reviewed on a rolling basis.