



JOIN OUR TEAM

ASSOCIATE DIRECTOR OF PARENT ENGAGEMENT & ORGANIZING

REPORTS TO CHIEF OF COMMUNITY ENGAGEMENT

ORGANIZATIONAL BACKGROUND

Kids First Chicago (K1C), kidsfirstchicago.org, is a non-profit 501(c)(3) organization dedicated to ensuring that every child in Chicago has access to a high-quality public education. We believe that a healthy education environment where kids, schools, and communities thrive is the key to a world-class city. We believe that those closest to our students—families, community members, and educators—are best equipped to co-design policies and systems that will improve equity and lead to stronger outcomes for our students, our communities, and our city. Our strategies include:

- We support communities and families to identify, navigate, and advocate for high-quality public education for their children and neighborhoods.
- Together with families, we partner with city and district leadership to design and implement policies that prioritize community members' needs.
- We steward the facts by sharing unbiased data analysis and research with communities, educators, and policymakers to inform fact-based, inclusive decision-making on public education.

ABOUT THE ROLE

Kids First Chicago is seeking a talented Associate Director of Parent Engagement & Organizing to join our team and make a positive impact. You will develop and lead community engagement initiatives to leverage change for better education outcomes for all students. The Associate Director of Parent Engagement & Organizing will lead a diverse team of community engagement coordinators, help cut issues, and harness the power of parents to drive meaningful change in Chicago's education landscape.

WHAT YOU BRING

First and foremost, we are looking for amazing people who have diverse backgrounds and experiences, are inspired by our mission, and are highly motivated to support parents of public school children in organizing for education equity. We value diversity in terms of ethnicity, race, socioeconomic status, sexual identity, gender, religion, language, ability, and experience, and our team at all levels shows this. You'll be right at home here if you cultivate strong relationships and push yourself, your work, and the people around you to the next level. We encourage those with the following identities to apply: Black, Latinx/a/o, Asian American, and Pacific Islander, Indigenous people, LGBTQIA+ and non-binary people, veterans, people living with disabilities, and others with lived experience of being part of marginalized communities

ORGANIZING & TRAINING (50%)

- Develop and execute a field plan for activating Chicago parents on issues that they care about: This plan will outline how you will build a diverse and engaged base of supporters, set and achieve campaign goals, and leverage key moments to test and refine your organizing strategies.
 - Must be able to recognize and understand how to capitalize on key organizing inflection points where communities can galvanize around a core issue and push for authentic change in policy.
 - This person has experience recognizing, agitating, and activating groups of people to push for a collective change.
- Design mobilization strategies and tactics: Create proactive and reactive strategies for advocacy and civic engagement, including utilizing mobile platforms to reach new audiences.
 - This person must have experience engaging with key decision-makers and/or elected officials, as well as helping others engage civically with these individuals. This experience should include the use of technology to track and monitor relationships and positions on a given issue.
- Empower your team: Provide coaching and technical assistance to the Community Engagement Coordinators, helping them develop their skills and leverage organizing tools.
 - This person should have experience coaching more junior staff in organizing principles and techniques including but not limited to cutting an issue to identify targeted short-term and long-term wins, power mapping, agitation, conducting effective one-on-ones and relationship building, leadership development, use of data for relationship management and strategic action.
- Mobilize for action: Organize and participate in activities like days of action and voter engagement efforts.
 - Experience leading actions tied to voting and interactions with legislators on policy issues.

- Organizing Expertise: A strong background in organizing principles and tactics, and a detail-oriented and data-driven approach to organizing, activation, and mobilization of groups of people. Experience at:
 - Cutting issues to identify targeted short-term and long-term wins
 - Power mapping and identifying direct and indirect strategic targets for action
 - Constituent agitation, conducting effective one-on-ones, and relationship building
 - Constituent leadership development with emphasis on their ability to activate without support long-term
 - Using data for relationship management and optimizing strategy and specific actions.
 - Establishing ambitious but reasonable goals for a team of organizers and holding them accountable to achieving those objectives.
 - Managing a high-performing team.

PARENT ENGAGEMENT (40%)

- Develop and lead online and offline engagement opportunities: Organize webinars, meetings, trainings, and events to educate and empower communities.
 - Familiarity with leading different modes of engagement
- Build a strong advocacy network: Connect with online and local education equity, racial justice, and parent groups across Chicago.
 - Capable and experienced in building relationships with other organizations that support parents, and coordinating with these partners on aligned actions.
- Cultivate champions for change: Identify and train community members to be effective advocates on social media and in their personal networks.
 - Service-oriented approach to parent engagement and activation, where building parent knowledge on issues is a priority and parents' goals for their children/schools are prioritized and supported.
- Amplify powerful voices: Partner with the Communications team to identify and share stories that highlight the need for educational equity.
 - Experience working with other teams and understanding of key communication channels that can serve as an amplifier for parent narratives. Good instinct for when and where to elevate parents' perspectives in alignment with broader themes and advocacy efforts.

REPORTING (10%)

- Data tracking: Help build and foster a culture of data tracking to cultivate, develop, and sustain K1C's community organizing efforts.
 - This person is dogmatic about capturing data on relationships, ongoing engagements, campaign progress and more. Knows how to use these data to inform future strategic action.
- Collaborate with the Associate Director of Programs and Partnerships & Chief of Community Engagement on annual budgeting for the overall CE Department.
- Support oversight of the team to ensure they are tracking and reporting all interactions and engagement activity through daily reporting and data entry.

SKILLS & COMPETENCIES

- Passion for helping parents in underserved communities advocate for high-quality education.
- 3+ years of experience in community organizing and community engagement.
- Relentless orientation to results and history of executing against a set of clearly defined metrics
- High-level relationship-building skills with the ability to build consensus, engage a wide range of stakeholders and allies, and navigate complex community and political dynamics
- Ability to work in a rapidly changing and unpredictable environment
- Ability to quickly learn about Chicago's education ecosystem and policies impacting equitable access to a high-quality education
- Knowledge of organizing concepts and tactics
- Self-starter who can thrive in a fast-paced environment with high expectations for working both autonomously and collaboratively to achieve goals
- Knowledge of Google and Microsoft Office Suite applications
- Knowledge of Salesforce data entry a plus
- Ability to work evenings and weekends on an as needed basis

COMPENSATION

The salary begins at \$85,000 and is commensurate with experience

START DATE

Position available immediately.

APPLICATIONS

Phone inquiries are not accepted.

To apply, please email your cover letter, resume, and salary requirements to jobs@kidsfirstchicago.org.

Please include the position name in the subject line of your email.

- Proof of COVID vaccination and booster required as a condition for employment
- Experience in community organizing and relationship building.
- Strong communication and interpersonal skills
- Proficiency in social media and digital tools for advocacy
- Experience with relational organizing and mobilizing supporters
- Experience leading organizing campaigns with a team
- Strong organizational and time management skills

ADDITIONAL REQUIREMENTS

Being fully vaccinated against COVID-19 is a condition of employment at Kids First Chicago. This includes receiving a booster shot, if eligible. If you receive an invitation to an interview, we can answer any questions you may have during the interview process. This includes those with underlying health conditions or other circumstances that might preclude you from being vaccinated. If an offer of employment is extended, new hires are expected to provide proof of vaccination prior to their start date.