



SENIOR DIRECTOR OF ADVANCEMENT (SDA)

ABOUT INTERNATIONALS NETWORK FOR PUBLIC SCHOOLS

Internationals Network is a non-profit organization committed to challenging the status quo and ensuring equitable education for recently arrived adolescent multilingual learners (MLLs). With a 20-year history, Internationals Network partners with school teams, leaders, and systems to provide an education that prepares MLLs for college, career, and beyond. *Strategic Plan: 2024-2029*

Internationals Network is embarking on a strategic plan to enhance and broaden our impact over the next five years. The organization will focus on refining offerings, improving support for schools and academies, elevating impact through advocacy and research, and ensuring sustainability and team effectiveness. With a clear vision and plan, we aim to grow our annual budget, increase earned revenue, and secure ongoing philanthropic contributions to support our mission.

Internationals Network invites individuals who share our commitment to join us on this transformative journey. Through innovation, improvement, and strategic planning, we aim to deepen and expand our impact, ensuring that all recent immigrant students who are multilingual learners have access to an equitable education where they can thrive. We welcome you to be a part of our journey.

POSITION OVERVIEW

The Senior Director of Advancement (SDA) serves as an active member of the Executive Leadership team, who will build and execute an advancement strategy to match current and future opportunities for the organization. The SDA advises the Executive Director on matters that affect policy and advocacy, development, research, communications, relationship-building, and marketing. The SDA will lead a multidisciplinary team to advance Internationals work in all these areas. The position reports to the Executive Director and manages the Advancement and Advocacy team including the Director of Research, Development Manager, and Communications Manager.

KEY RESPONSIBILITIES:

The SDA is responsible for managing a team of five full-time staff. The SDA is responsible for: a) developing strategy and goals for the Advancement and Advocacy team, b) managing team staff and budget to achieve those goals, c) reporting on progress toward goals to the Executive Director, the Internationals Board, funders, and staff, d) anticipating and acting on opportunities for growth in Internationals Network's policy work, as well as new opportunities philanthropic and corporate partnerships as well as fostering and cultivating constituent relationships (both public and private) to convert prospects into champions and investors, e) overseeing the development of both a research and advocacy agenda aligned to these goals, and, f) modeling the Internationals

Network's values of an inclusive and respectful workplace and encouraging the same from staff.

The Senior Director of Advancement has four primary areas of responsibility:

1. Advocacy and Policy work across all Internationals regions and nationally, in close collaboration with regional directors and/or other directors as well as the Executive Director.
2. Development and fundraising, with support from a Development Manager.
3. Research and dissemination of Internationals' learnings and outcomes, with support from the Director of Research.
4. External relations and communications, with support from a Communications Manager.

ADVANCEMENT:

The SDA is charged with creating a programmatic fundraising model, inclusive of corporate and foundation relations, individual major gifts, annual giving, and donor communications. They will collaborate with colleagues across the organization to leverage existing organizational relationships as well as identify new potential sources of philanthropic support.

- Develop Internationals fundraising strategy including the optimal portfolio of income streams (e.g. donor-generated, grants, sponsorships, events, etc.) and channels (e.g. relationship-driven, direct mail, digital, etc.).
- Determine Internationals optimal positioning and narratives to tell the Internationals story in a way that compels existing and prospective donors and other partners to support Internationals Network across all communications touchpoints that reflect the evolving priorities of the organization.
- Support the Executive Director and board by helping identify, cultivate, solicit, and steward a portfolio of current and future major donors.
- Oversee communications planning and implementation, in cooperation with key stakeholders.
- Builds and maintains media relations and oversees content creation, review, edit and providing feedback on materials from staff including a) building and stewarding strategic media relationships and b) crafting key messaging at events and media opportunities.
- Oversee the promotion of Internationals mission and vision to critical external stakeholders and networks (both existing and prospective) both across the communities in which Internationals operates and seeks expansion and in national forums. This may include community organizations, schools, elected/public service officials, foundations, major donors, key partners and sponsors, and volunteers.
- Support the Executive Director in recruiting and developing Board members.
- Oversee execution of fundraising strategy including ongoing monitoring of overall progress towards Internationals' annual and ongoing income goals.
- Collaborate with Board members on annual giving campaigns to grow the base of individual donors.

ADVOCACY:

The SDA, in collaboration with the Executive Leadership Team, leads Internationals Network's

policy and advocacy agenda to ensure a more equitable and effective ecosystem for adolescent multilingual learners, in which local, state, and federal law, policy, and practice do not create barriers for schools to serve multilingual learners.

- Monitor, research and analyze education policies that impact Internationals areas of focus, especially issues impacting English language learners and immigrant students as well as the educators who serve them.
- Oversee work with various advocacy coalitions, both national and local and engage regional and other directors as needed.
- Work collaboratively with and advocate to government and education officials and their staffs locally, statewide and nationally, to advance the organization's policy advocacy priorities and positions.
- Communicate and coordinate with key partners and stakeholders regarding pertinent education policy information to develop common agenda, policy positions, and collective actions and/or influence coalition goals and actions.
- Advise organizational leadership on policy trends, critical issue areas, and recommended actions.
- Work with the Executive Director and Internationals Network teams in developing the organization's policy advocacy priorities and positions.
- Prepare policy memos, testimony, and represent Internationals in multiple coalitions, work groups, and other fora.
- Engage community members and our schools in education policy issues, public speaking appearances and presentations as needed.
- Contribute to strategic communications by developing and proposing strategies to elevate the organization's profile in key education priority areas.
- Oversee the planning and hosting of school visits for elected officials and policy-makers and community and coalition partners.
- Oversee and collaborate with the Director of Research in developing and executing research and evaluations

MANAGEMENT

The SDA is a core thought partner to the Executive Director and senior leadership team members, contributing to the full organizational vision, in addition to advancing the advancement and advocacy, the SDA will function seamlessly within the executive team and in support of the board, building trust through relationship-building and accountability structures that support fundraising and advocacy efforts.

- Provide for ongoing staff leadership opportunities and professional development for leaders and staff to support team and individual effectiveness.
- Provide regular meaningful feedback, coaching, and support to direct reports in alignment with Internationals' annual and long-term mission objectives, people plans, and the individual's developmental needs.
- Ensure appropriate staffing of the Advancement & Advocacy team by driving organization structure, recruitment, selection, onboarding, training, DEI, and retention efforts in

collaboration with the Finance and Operations team.

- Collaborate with other members of the Executive Leadership Team to measure the ongoing effectiveness and performance of the organization in achieving the mission and determining appropriate course corrections as needed.

QUALIFICATIONS

- Passion for Internationals' mission and a strong commitment to school improvement, immigrant education, and education reform.
- Minimum of 5 years of experience leading and managing teams.
- Minimum of 5 years of successful leadership experience that may include fundraising, advocacy, external relations, and developing and managing complex budget(s).
- Proven ability to meet organizational goals.
- Knowledge of/Experience with local and/or national education, immigrant and/or youth organizations.
- Excellent verbal and written communication skills.
- Strong attention to detail, record-keeping, and project management.
- Bachelor's Degree required; Master's degree preferred.
- Ability to work in a fast-paced, collaborative environment.
- Willingness to take feedback and learn from peers and supervisors.
- Experience with and/or ability to learn Salesforce, Click & Pledge, and Google Suite.
- Familiarity with a variety of technology systems and data platforms in order to make data-informed decisions.

Location: Hybrid with periodic travel to regional hubs

Position Type: Full-Time

Reports To: Executive Director

BENEFITS AND SALARY

- The salary range for the role is (\$130,000 - \$140,000) per year.
- Salary for this position is competitive and depends on prior experience.
- Health, dental, vision, life, and disability insurance, FSA, 401(k) Retirement, and paid time off.

HOW TO APPLY:

Interested candidates should submit their resume and a cover letter outlining their relevant experience and interest in the position to <https://form.jotform.com/240373658458163> by

February 20.

Internationals Network is an equal opportunity employer. We encourage candidates from all backgrounds to apply.

For more information on Internationals Network for Public Schools, visit our website at

www.internationalsnetwork.org.