



We Raise New Jersey Executive Director Job Description

We Raise New Jersey (WRNJ), a diverse coalition of New Jersey organizations and associations that are united in our belief that New Jersey students need and deserve a world-class education, is seeking an Executive Director to drive the coalition's efforts to create a strong, collective advocacy campaign to champion the goal of New Jersey's public education system: That all students graduate prepared for life-long learning, well paid employment, and active citizenship.

Duties and Responsibilities:

The Executive Director is the coalition's program director and spokesperson, responsible for driving the organization's mission and objectives as established by the Steering Committee. The successful candidate will be an excellent leader and administrator with a proactive approach and creative ideas for how to grow an organization, and the following responsibilities:

- Serve as the "face" of the organization, attending relevant meetings and events across New Jersey to raise the public profile of the coalition and garner more media coverage and attention to our platform.
- Drive the next stage of the strategic planning process for coalition goals and activities, building on the foundation in place and ensuring the next phases of the work are aligned.
- Track, organize, and share relevant information and research to inform coalition principles on issues related to the six pillars of readiness for college, career, and citizenship:
 1. High standards
 2. Committed and supported school staff
 3. Family engagement
 4. Quality instruction
 5. Information on student progress
 6. Career exploration
- Lead development and execution of a strategy to engage new individuals and organizations, either as formal coalition members or as advisors or partners, with a focus on educators, parents, and students.
- Establish and maintain working relationships with organizations that share the coalition's goals.
- Communicate regularly and knowledgeably with the media and speak for the coalition through public forums and published commentaries.
- Organize and attend coalition and Steering Committee meetings, provide timely communications to the Steering Committee, and prepare annual operating budgets.
- Lead and manage the Coalition's fundraising efforts.
- Manage and engage the Steering Committee as appropriate in fundraising and membership outreach, communications, and other roles in support of Coalition goals.

Qualifications:

- At least five years of management, policy, and/or communications experience in an advocacy or other non-profit organization, a state agency, or a traditional or digital media company.
- Demonstrated interest in and experience with issues of college and career readiness and equitable education.
- Knowledge of and experience with relevant education policies and issues, including the New Jersey state academic standards and assessments and related data, educator and family engagement and support strategies, and career exploration.
- Strong organizational and administrative skills, with the ability to lead an engaged Steering Committee.
- Excellent writing and speaking skills.
- Outstanding collaboration skills, with the ability to develop and nurture relationships and build bridges between and across individuals and organizations.
- Experience in communications to the press and public and familiarity with managing communications strategies, including websites, social media, and reporter outreach and cultivation.
- Experience in raising funds for a not-for-profit organization or comparable private sector experience.

Commitment and Compensation:

- The Executive Director will report to the Steering Committee.
- The position is based in New Jersey; location within the state is flexible.
- The position will require approximately 25-30 hours/week in a consulting role.
- Compensation will be negotiated based on qualifications and experience; benefits are not included.

How to Apply:

Applicants should email a resume and detailed cover letter outlining their suitability for the job to contact-us@weraisenj.org. Applicants are encouraged to submit materials as soon as possible; applications are preferred by July 9.

About We Raise New Jersey

Our coalition organizes the power of each member organization into a collective voice to advocate for high-quality academic standards and aligned assessments, and to ensure that every child is prepared for college, career, and active citizenship in our communities. Coalition members include the New Jersey PTA, JerseyCAN, the New Jersey Chamber of Commerce Foundation, the African American Chamber of Commerce of New Jersey, the New Jersey Business & Industry Association, the New Jersey Council of County Colleges, and the New Jersey Charter Schools Association.