

POSITION DESCRIPTION

POSITION: Senior Education Policy Professional at EducationCounsel

ABOUT THE ORGANIZATION: EducationCounsel LLC, in affiliation with Nelson Mullins Riley & Scarborough LLP, serves as a strategic consultant to education leaders and policy makers. By offering an integrated suite of services including policy, strategy, advocacy, and law, and partnering with leaders across all levels (e.g., associations, foundations, non-for-profits, states, districts, and universities), EducationCounsel helps clients achieve their goals of enhancing the quality of the nation's education systems, closing achievement gaps, and expanding access to educational opportunities throughout the education pipeline from birth to college and career access and completion.

ABOUT THE POSITION: EducationCounsel is seeking a forward-thinking, effective, and entrepreneurial professional to serve as a Senior Education Policy Professional. This critical role will lead projects designed to advance work on education policy towards college and career readiness and postsecondary success for all students, including by improving access and diversity outcomes. By serving as a strategic advisor to a wide array of decision makers (e.g., colleges and universities, national organizations, foundation leaders, nonprofit executives) on a variety of critical higher education topics with opportunities to engage in the K-12 policy landscape, this person will be poised to influence institutional performance and postsecondary outcomes on a national scale.

This is an ideal opportunity for an experienced education policy professional with strong federal policy knowledge, strategic thinking, relationship management, research and writing, and facilitation skills to work with the EducationCounsel team and play a transformative role in shaping the future of education in our country.

Responsibilities include, but are not limited to:

Leading Institutional and Systems Change in Higher Education

- Work with policymakers, advocates, and other stakeholders at all levels to inform policy change, with a special focus on federal policy
- Develop innovative, achievable solutions for improved student experiences and outcomes in a variety of postsecondary settings
- Listen to and look for potential consensus among a wide variety of policy, political, research, and practical perspectives
- Use data, research, and other information to build an evidence base for proposed solutions
- Educate practitioners on federal and state non-discrimination legal foundations

Driving Progress in Education Efforts through Partner/Client Relationships

- Work with partners and clients to set vision and drive the reflective thinking and strategic planning necessary to achieve the goal of improving both policy and practice
- Manage existing client relationships; quickly establish trust and rapport; and deliver exceptional client service and support
- Leverage internal and external relationships to maximize EducationCounsel's and its clients' impact within education and strategically move policy efforts forward

Leading and Facilitating the Delivery of Value & Content

- Design and facilitate strategic and impactful convenings (e.g., meetings, conferences, etc.) in order to affect change, strengthen systems, and assess policy on a national scale
- Plan strategically to ensure the right people are discussing the right topics at the right time
- Conduct thoughtful research around specific policy issues and design content that will push the conversation forward
- Produce exemplary written materials from start to finish including policy memos, issue reports, and presentations

Managing Projects towards Successful Outcomes

- Set the vision, tone, and desired outcomes for specified projects and invest internal team members and external partners in the work
- Manage initiatives towards execution through effective planning and delegation; anticipate potential areas of challenge/opportunity; and proactively adjust course as needed
- Hold team members accountable while operating with a collaborative style and a commitment to coaching and developing others
- Oversee project budgets to ensure operational excellence and maximum allocation of resources

CANDIDATE

REQUIREMENTS:

The ideal candidate will possess the following qualifications:

- Bachelor's degree from an accredited institution required
- Advanced degree in a related field strongly preferred, with some preference for candidates with a J.D.
- Minimum of 5 years of relevant work experience, including significant experience in postsecondary education policy issues, with some preference for candidates with Capitol Hill experience
- Demonstrated understanding of all major areas of federal and state law and policy affecting postsecondary students and institutions
- Strong analytical mindset; able to deconstruct large, complex education policies into clear and actionable strategies and initiatives
- Experience leading and managing multiple, complex projects in a fast-paced, entrepreneurial, and ambiguous setting

- Inspiring leadership and relationship building; able to quickly build trust and credibility with both internal and external stakeholders
- Comfort managing up, down and sideways to achieve transformative outcomes
- Excellent research, writing, and communication skills for a variety of audiences and in a variety of settings
- Evidence of a strong commitment to education issues and to closing opportunity gaps

COMPENSATION: Salary and benefits will be competitive and commensurate with experience.

LOCATION: Washington, D.C.

**QUALIFIED
INDIVIDUALS, PLEASE
APPLY:**

www.educationcounsel.com/joinus

It is the policy of EducationCounsel and Nelson Mullins Riley & Scarborough to provide equal opportunity in employment to all Employees and applicants for employment.

No person is to be discriminated against in employment because of race, religion, color, sex, age, national origin, sexual orientation, gender identity, genetic information, veteran status or disability.