

## POSITION DESCRIPTION

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**POSITION:** Senior Policy Advisor (focus on Science of Learning and Development) at EducationCounsel

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**ABOUT THE ORGANIZATION:** EducationCounsel LLC is a mission-driven education consulting firm that works with leading nonprofit organizations, foundations, and policymakers to help significantly improve education opportunity and outcomes. We do this by leveraging policy, strategy, law, and advocacy to help transform education systems, from early learning to K-12 to higher education. We work with partners at the state, federal, and local levels to advance evidence-based innovations and systems change, with a central focus on equity. EducationCounsel is affiliated with Nelson Mullins Riley & Scarborough LLP.

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**ABOUT THE POSITION:** EducationCounsel is seeking a forward-thinking, effective, and innovative leader to serve as a Senior Policy Advisor. This is an ideal opportunity for an education leader with strong strategic thinking, relationship management, research and analysis, writing, project management, and facilitation skills to work with the EducationCounsel leadership and staff, and play an influential role in shaping the future of education in our country.

This critical role will lead projects designed to advance work on K-12 education policy towards success for all students, particularly low-income students and students of color. In addition, this role will provide a unique opportunity for thought leadership and strategy in partnership with clients and to serve as an advisor to a wide array of decision makers (e.g., policymakers, national organizations, foundation leaders, nonprofit executives and other stakeholders) on a variety of critical K-12 education topics. Areas of work will include a focus on redesigning education to reflect the science of learning and development, racial equity, comprehensive student development, school district transformation, understanding and implementing systems change and continuous improvement strategies at the state, district and school levels.

Responsibilities include, but are not limited to:

### **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 effective allocation of resources

#### **Driving Progress in Education Efforts through Partner/Client Relationships**

- Use expertise (particularly policy expertise) to develop, inform and advance the strategies that leading non-profit organizations, foundations, states and districts are using to improve education outcome
- Work with partners and clients to set vision and drive the reflective thinking and strategic planning necessary to achieve the goal of improving education policy, practice, and outcomes
- Engage with high-level policymakers and other influencers of the education system to inform their decisions and partner in advancing the work
- 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
- Serve as the external face of EducationCounsel with a wide array of stakeholders including foundations, leading education non-profit organizations, state education agencies, local education agencies, etc.

#### **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
- 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

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#### **CANDIDATE**

#### **REQUIREMENTS:**

The ideal candidate will possess the following qualifications:

- Bachelor's degree from an accredited institution required
- Advanced degree in a related field preferred
- Minimum of 5-10 years of relevant work experience, including significant experience in education policy issues
- Experience working in a position of leadership ideally at an educational institution or at the federal, state, or local government (including school districts) levels strongly valued
- Evidence of a strong commitment to racial equity in education
- 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 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

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

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**LOCATION:** Washington, D.C.

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**QUALIFIED INDIVIDUALS, PLEASE APPLY:** Submit application at [www.educationcounsel.com/our-team/join-us](http://www.educationcounsel.com/our-team/join-us)

*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.*

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