



## POSITION DESCRIPTION

JOB TITLE:	Deputy Director, Strategy, RGV FOCUS	STATUS:	Exempt
REPORTS TO:	Senior Director, RGV FOCUS	HOURS:	Full Time
DATE:	March 2021	DEPT:	Educate Texas/RGV Focus

---

### **Educate Texas Vision**

A leading catalyst for progress, Educate Texas, a public-private initiative of Communities Foundation of Texas, is an innovative alliance of groups that share a common goal: *Strengthen the public and higher education system so that every Texas student is prepared for educational and workforce success.*

### **Educate Texas Mission**

Increase postsecondary readiness, access, and success for all students by building partnerships, leading innovation and scaling practices and policies.

### **RGV FOCUS Vision**

Our vision is for all Rio Grande Valley (RGV) learners to achieve a degree or credential that leads to a meaningful career. We will achieve this by strengthening each step of the educational pathway, better connecting our education system, and aligning community resources to provide the support learners need to succeed throughout high school and postsecondary in order to pursue a meaningful career in the RGV and beyond.

### **Summary**

The Deputy Director – Strategy will support the leadership and training to the RGV FOCUS team and partners on strategy development and execution. Working collaboratively with the Senior Director, Deputy Director, and EdTX Managing Director, the primary responsibilities include acting as a strategic partner on the leadership team, coach and develop the team to convene and grow coalitions of stakeholders to create data-informed, equitable strategies for social change. The Deputy Director will work closely with the Senior Director to connect and align partnerships towards shared goals and outcomes.

The Deputy Director – Strategy will report to the Senior Director, RGV FOCUS and will work collaboratively across Educate Texas to support the programmatic & policy goals. This position is based in the Rio Grande Valley with occasional travel when necessary.

### **Key Responsibilities**

- Support the training and implementation of the collective impact framework and the team's ability to execute the essential functions of being a connector, data-informed, a change-maker, and exercise systems thinking
- Assist to maintain up-to-date dashboard
- Acts as a strategic partner on the leadership team and works closely with the team to ensure they are meeting performance expectations
- Assists in meeting the key metrics and performance indicators
- Looks for methods to improve quality, efficiency and productivity, reduce costs, increase impact, or improve control measures



- Works collaboratively to develop and/or improve systems, processes, controls and procedures that improve the overall efficiency of the organization and insure excellent client service
- Provides timely, accurate and complete reports on the progress of the work
- Support mentoring as a cornerstone to team development
- Demonstrates a willingness to take on new tasks with a general attitude that no task is too small, impossible, or cannot be improved
- Work autonomously while ensuring Senior Director expectations are readily met and exceeded
- Fosters a success-oriented, accountable environment within the organization
- Represents the organization with partners and funders

### **Qualifications**

- Bachelor's degree, Masters or higher preferred
- In-depth understanding and experience, 5+ years, in executing Collective Impact or other similar collaborative cross-sector partnerships
- Demonstrated strategic leadership ability
- Excellent entrepreneurial mindset - creative thinker with desire to produce innovative and fresh ideas
- Bilingual preferred
- Experience in data analysis and reporting, including a strong command of data analysis and visualization; knowledge of educational data preferred
- Experience in facilitation strategies and conflict resolution
- Experience in building blueprints, frameworks, and other resources
- Knowledge of education and its infrastructure and regulations in Texas preferred
- Experience in the Rio Grande Valley of Texas and urban, underserved areas preferred
- Ability to clearly communicate technical information to a wide variety of audiences, possess strong written and oral communications skills
- Results oriented, skilled at leading and participating in teams, and able to manage multiple and complex objectives and tasks concurrently with tight deadlines
- Comfort with ambiguity and ability to thrive in a fluid, entrepreneurial environment; willingness to "roll up one's sleeves" and extend beyond formal responsibilities based on the needs of the work
- Candidates must possess a deep understanding of the challenges and barriers faced by marginalized communities, including but not limited to race, ethnicity, class, disabilities, sexual orientation, immigration status, and/or gender, and experience engaging with and working alongside communities of color

### **Additional Requirements**

- Willingness to challenge the status quo
- Excellent attention to detail and accuracy
- Presence to inspire confidence and passion in external audiences and to build effective relationships with a range of stakeholders
- Team player who can work with partners and participants to support Educate Texas's success
- Passion to learn and grow
- Ability to synthesize different ideas and points of view



- Public speaking and presentation experience; excellent communicator capable of presenting collective impact work effectively to its partners, participants and the public
- Ability to thrive in a fluid, unstructured, entrepreneurial environment
- Flexibility and the ability to work autonomously as well as take direction as needed
- Strong community engagement and facilitation skills
- Existing relationships with, or ability to build relationships with, a range of cross-sector stakeholders in the local or regional area, including senior executives
- Creative individual who can work effectively with multiple constituencies and shape solutions that will work for a particular school or community
- Valid state issued driver's license

**Disclaimer:** The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all employees within this class.

**Accommodations:** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

*We are working closely with our talent partner, [WorkMonger](#), on this search.*

*To apply, please complete the application at the following link*

*<https://workmonger.com/deputy-director-strategy/>*

*and we will be in touch within five (5) days.*

*Please know the application requires a resume and cover letter.*