



Community Impact Manager, Southern Arizona

Background. [Education Forward Arizona](#) is a statewide education advocacy organization dedicated to championing education as the key driver to improving Arizona's economy and quality of life. Education Forward Arizona serves as the leading voice for promoting the state's Achieve60AZ education attainment goal and a shared action plan to move the goals of the [Arizona Education Progress Meter](#) forward.

The organization's focus also includes mobilizing people and communities to advocate for policies and funding to improve educational outcomes across the Pre-K to postsecondary continuum and providing scholarships and programs that improve postsecondary attainment for Arizona's diverse student population. Learn more at EducationForwardArizona.org.

Position Summary: Education Forward Arizona seeks a Community Impact Manager, Southern Arizona, to join our team responsible for engaging target audiences to advance Education Forward Arizona's advocacy and organizational priorities. The Community Impact Manager accomplishes their work through relationship development, partnership cultivation and engagement, delivering presentations, and serving as a primary representative for the organization in their region. We seek an innovative and collaborative candidate that can serve as a convener of community leaders, a thought partner and issue expert, and a builder of our southern Arizona network. The Manager will define and execute strategies for deeper community impact across their defined region – including Cochise, Graham, Greenlee, Pima, Santa Cruz, and Yuma counties. The Community Impact Manager, Southern Arizona, will report directly to the head of the Community Impact team.

Essential Duties and Responsibilities:

Growing Influence:

- Serve as the primary representative and relationship builder for Education Forward Arizona with local communities in the designated region.
- Represent Education Forward Arizona on community councils, committees, and task forces to advance the organization's mission in the designated region.
- Cultivate strategic partnerships with education and leadership groups, including non-profits, school districts, community colleges, universities, civic organizations, local governments, and the business community to advance Education Forward Arizona's mission & advocacy priorities.
- Support the development and engagement of local action teams comprised of cross-sector leaders to identify and implement strategies to expand education outcomes in their communities.
- Support the development of local media relationships and connect Education Forward Arizona, as needed. Serve as a spokesperson, as requested.

Increasing Awareness and Action:

- Use various strategies and tactics to raise awareness, build support and move people to act in support of Education Forward Arizona's advocacy priorities to increase the diversity of the movement.
- Develop and deliver presentations, webinars, or training to elevate Education Forward Arizona's priority issues, projects, programs, and brand.
- Recruit, train, and manage advocates to reach broader audiences and move more people to action across the designated region.
- Work collaboratively with other Education Forward Arizona functional team members, including marketing and communications, and other program and service team members working in schools and communities to leverage local engagement to advance organizational goals.

Administration:

- Work with Senior Management to create and implement strategic priorities and goals for the designated region.
- Document the work outcome in designated communities and effectively track campaign products in Salesforce or other tools as needed.
- Create and maintain a portfolio of partners, individuals, organizations, and campaigns via Salesforce and other tools.
- Complete grant and other administrative reporting as needed.
- Create and execute community events as needed.
- Manage Education Forward Arizona materials distribution, including collateral and other giveaways.
- Perform other tasks and duties as assigned.

Skills and Competencies:

- Strong alignment with Education Forward Arizona's mission and a passion for educating about and advocating for the success of all students from early education through postsecondary.
- Bachelor's degree in communications, Political Science, Social Work, Education, or a related field.
- Minimum four years of professional experience with outreach, community relations, or a similar role, preferably with a nonprofit or advocacy organization.
- Experience conceptualizing, developing, and executing relationship cultivation and community outreach strategies.
- Excellent written and verbal communication skills.
- Must demonstrate expert presentation skills and excellence in public speaking.
- Experience building and working in coalitions and collaborative collective impact groups.
- Knowledge of Microsoft Office Suites and knowledge and use of Salesforce preferred.
- Valid Arizona driver's license, proof of auto insurance coverage, and daily access to a personal vehicle.
- Ability to travel around the state as needed.

Personal Characteristics Desired:

- An experienced professional with an established network in one or more assigned communities.
- Maintains a professional appearance, exudes a positive outlook, and is willing to accept and adapt to challenges and changes.
- Exceptional organizational skills and attention to detail with accuracy and high quality of work.
- Ability to work quickly and effectively with a wide range of people.

- Creative problem solver with demonstrated ability to exercise sound judgment in the organization's interest.
- Ability to work independently and collaboratively within a team, build effective relationships, and manage multiple projects simultaneously.
- Enjoys interacting and meeting with members of the community, the public, and education leaders.
- Able to lift up to 30 lbs., if needed.

Salary: \$53,000 - \$58,000. Commensurate with experience.

Job Status: Full-time, exempt, salaried position with a benefits package, 40 hours per week.

Job Location: Prefer Tucson/Pima county area (position works remotely). US Work Authorization Required

This position is open immediately. The close date for applications is available until filled. Visit educationforwardarizona.org to learn more about our organization.

Please combine the following documents in an email to jobs@educationforwardarizona.org:

- Cover Letter (Statement of interest and qualifications, based on this description)
- Current resume
- Three professional references

The statements in this description represent typical elements, criteria, and general work performed. This is a partial list of this job's responsibilities, duties, and skills. Education Forward Arizona is an equal opportunity, affirmative action employer. It is a firmly held value of the organization that opportunity is not limited by gender, race, class, sexual orientation, disability, or age. All candidates will be evaluated on a merit basis.

All employees at Education Forward Arizona must be fully vaccinated for COVID-19 as a condition of employment. Education Forward Arizona complies with all obligations to provide reasonable accommodations in accordance with all applicable laws.