

Director, Early Education Policy and Research

CHILDREN AT RISK - Houston

CHILDREN AT RISK is seeking an enthusiastic, analytical, detail-oriented, and self-motivated team member who will direct policy, data collection, program implementation and outreach efforts. The Director of Early Education Policy and Research will join a driven, dynamic, and growing team and will work closely with the Advocacy and Research Directors.

Key responsibilities include:

- Play a leading role in outreach to key stakeholders in early education – including service providers, state agencies, local governments, public schools, and other non-profits.
- Build and maintain collaborations across the state.
- Facilitate the implementation of policy solutions statewide.
- Assist in the development of early education; serve as a liaison between research, policy and outreach efforts.
- Monitor early education public policy efforts at the local, state, and national level.
- Lead the dissemination of research findings on the local, state, and national level.
- Produce written reports and presentation materials for outreach and advocacy efforts.
- Coordinate educational events in close collaboration with the staff and CEO, including luncheons, press conferences, and annual conferences.
- Represent CHILDREN AT RISK in meetings regarding current children's issues, with a focus in the area of early education.

About CHILDREN AT RISK

CHILDREN AT RISK is an active research and advocacy group dedicated to improving the quality of life of Texas' children through strategic research, public policy analysis, community education, and collaboration. Our focuses include strengthening public education, increasing access to evidence-based parent education, ending child trafficking, increasing access to school meal programs, and encouraging the treatment of mental illness outside of the juvenile justice system. We are a leading source of accurate information on children's issues and an advocate and catalyst for change concerning the needs of all children in Texas.

Preferred Qualifications

- Minimum education requirement is a Bachelor's Degree; Master's Degree preferred
- 3 to 5 years of experience in early education or related area required; 5 to 10 years of experience preferred
- Exceptional written and verbal communication skills for both internal and external audiences
- Experience speaking and presenting to small and large groups
- Articulate, self-motivated person with interest in issues that affect children
- Strong critical thinking and analytical skills
- Experience in a related advocacy environment preferable
- Strong ability to prioritize multiple tasks and attention to detail
- Ability to work independently/as a self-starter, as well as a team member
- A strong work ethic, a good sense of humor, an outgoing personality, and a zeal for relationship building are all considered a real plus for this position
- A history of commitment to children, innovative public policy, and macro-level change preferred

CHILDREN AT RISK is an equal opportunity employer and does not discriminate against individuals on the basis of sex, gender identity, sexual orientation, age, disability, veteran status, religion, ancestry, color, race, ethnicity or creed.

This position offers a competitive compensation and benefits package. Interested candidates should submit a cover letter, resume, and a list of three references **via e-mail** to kmccconnell@childrenatrisk.org with “Assistant Director, Early Education Policy and Research” in the subject line. The application deadline is rolling with applications being reviewed upon receipt. *CHILDREN AT RISK receives a high volume of resumes and reviews every candidate closely. As such, candidates will only be contacted if they are selected for an interview.*

Dr. Bob Sanborn
President/CEO
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