

EDUCATION PIONEERS COVID RESPONSE FELLOWSHIP

EDUCATION PIONEERS

STARTING OCTOBER 2020 / 12 MONTHS

TALENT TO TRANSFORM

The work to re-open schools, recover learning, and re-imagine a more equitable future for education is complex and capacity-intensive. Work is increasing, while budgets are tightening. The Education Pioneers COVID Response Fellowship provides school districts and charter schools with Chief of Staff-level talent who bring additional capacity as you address the critical challenges in the education sector as a result of the pandemic.

- **ADVANCE ESSENTIAL WORK** Over the course of 12 months, you will tackle ever-changing COVID-specific projects; coordinating internal and external communications; liaising with state- and local-level public health and education agencies; supporting cabinet-level staff in executing their workstreams; and more.
- **BENEFIT FROM COLLECTIVE SOLUTIONS** You will have access to a cohort of peers executing similar work in schools and districts across the country for real-time thought-partnership, problem-solving, and best practice sharing.
- **LEVERAGE NETWORK SUPPORT** You will have an advisor in the organization who will be well-positioned to help them navigate their experience. An EP Alum with relevant experience can further scaffold and provide advice and mentorship to groups of Fellows.

WHO ARE COVID RESPONSE FELLOWS?



MID-SENIOR LEVEL EDUCATION LEADERS

You have 10-15 years of work experience with 3-7 years of relevant chief of staff, project management, and/or strategy experience, including working directly with senior and executive leaders at an education-focused organization or school.



PROVEN COLLABORATORS & PROBLEM SOLVERS

You can navigate diverse groups of stakeholders, diagnose problems, find creative solutions, and lead through organizational and operational change management. You persevere and persist through challenging and high-stakes work.



ADAPTIVE, INCLUSIVE, EQUITY-ORIENTED

You grasp the nuances and complexities facing the education sector right now, including how race, identity, power and oppression influence the system. You've practiced adaptive leadership and are committed to equity & inclusion.

EXAMPLE ROLE

As the Chief of Staff of the organization's response to COVID-19, you will add vital capacity to senior leaders as they plan, implement, and iterate on new public health, operational, and academic practices. Since much of the work related to the new and evolving regulations sits outside existing structures and job responsibilities, you will lead coordination, data and information gathering, task management, delegation, and follow-through – often with cross-functional teams not accustomed to working together and without established roadmaps. You will enable the full-time staff and subject matter experts to spend their energy in their areas of expertise while you organize, communicate, and mobilize staff towards a collective goal.

“ Planning for reopening in this “new normal” will not be easy; we also know that planning is not nearly as important – nor as difficult – as **execution**. To have a successful school year, we will all have to be **problem-solvers, flexible and responsive** to data, and willing to course-correct as necessary.

JEFFREY C. RILEY
Commissioner of Elementary and Secondary Education
Commonwealth of Massachusetts
Initial Fall School Reopening Guidance

HOW TO APPLY

The application is **open**. We strongly encourage candidates to apply as early as possible at www.educationpioneers.org/CRFapp. The final deadline to apply is **Monday, August 17**. Fellows will complete a selection process including interviews with prospective supervisors between **mid-August and mid-September**. They'll start their placement as early as **October 2020**.

Education Pioneers believes it is critical for leaders in education to reflect the communities they serve. We actively recruit those who identify as part of historically marginalized communities, including people of color and individuals from the LGBTQIAA+ community, to join the Education Pioneers network. We support equal opportunity for all people and we strongly encourage candidates from diverse backgrounds to apply for the Fellowship.

LEARN MORE
AND APPLY

Lourdes Laguna
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The Education Pioneers COVID Response Fellowship provides talented professionals an opportunity to address critical challenges in the education sector as a result of the pandemic. We recruit professionals with demonstrated experience in strategic project management to drive the development and implementation of cross-functional solutions to COVID-related issues at leading K-12 school districts and charter schools.

COVID RESPONSE FELLOWSHIP FEATURES

High-Stakes Work Experience

- 12-month placement embedded directly within school districts or charter schools on COVID-response projects
- Supervision and management by a senior leader in the organization
- \$105,000 stipend plus benefits (before taxes and other withholdings)

Leadership Development

- Advance your skills in adaptive and inclusive leadership practices
- Connect with practitioners already developing and implementing solutions
- Leverage cohort relationships for real-time thought-partnership and problem-solving

Network Connections

- Leverage EP staff advisor to help navigate politics and structure within your placement organization
- Benefit from the advice and mentorship of an EP Alum with similar experience

REQUIRED QUALIFICATIONS

- Bachelor's degree
- 10-15 years of work experience with 3-7 years of specific chief of staff or related strategic project management experience at an education-focused organization or school
- Commitment to Education Pioneers' mission and core values, and a passion for social impact
- Commitment to the full program term including the ability to complete 12 consecutive months of employment, attend workshops, and other mandatory aspects of the Fellowship
- Authorization to work in the United States on a full-time basis for the entire program

PREFERRED QUALIFICATIONS

- Master's degree
- Ability to diagnose problems and then move strategically to find creative solutions
- Previously led through organizational and operational change management
- Intermediate to advanced skills in Microsoft Word, Excel, and Powerpoint and/or Google Docs, Sheets, Slides
- Intermediate skills and knowledge of Salesforce or other CRM
- Familiarity with project management and internal collaboration platforms such as Slack, Asana, Trello, and others

LOCATIONS

We're actively recruiting for positions in **Denver, CO; Hartford, CT; and Memphis, TN**. We're exploring partnerships with school districts and charter school networks within and beyond our typical geographic footprint like Boston, MA; Chicago, IL; Denver, CO; Detroit, MI; Los Angeles, CA; New York, NY; Oakland, CA; San Antonio, TX, where there is demonstrated demand for talent and innovation to support the education sector's response to COVID-19. Co-location with placement organization will be in accordance with local public health and safety considerations and some fully remote positions are available.

HOW TO APPLY

The application is open. We strongly encourage candidates to apply as early as possible at www.educationpioneers.org/CRFapp. The final deadline to apply is **Monday, August 31**. Fellows will complete a selection process including interviews with prospective supervisors between **mid-August and mid-September**. They'll start their placement as early as **October 2020**.

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