

Director of State Partnerships – Immediate Opening

GENERAL POSITION SUMMARY: The Director of State Partnerships is a full-time position that supports the activities of the Partnership for 21st Century Skills, a leading national non-profit education advocacy organization, and serves two main roles: 1) provides support and advises states that are currently implementing 21st century skills within their state, and 2) assists in the recruitment of additional states to adopt the Framework for 21st Century Learning. This position reports to the National Director and is responsible for various high level project management and coordination functions.

RESPONSIBILITIES:

- Serve as the main point of contact for partner states (currently 10);
- Advise and offer feedback on state initiatives;
- Monitor, modify and update the individualized state plans annually;
- Support new states in the application process;
- Make site visits as needed to states;
- Provide leadership and direction in moving the mission of the organization forward;
- Staff the monthly State Leadership Committee meetings;
- Plan, coordinate and direct the annual best practices event for partner states;
- Communicate and promote the progress within the states in coordination with the PR team;
- Coordinate projects with other P21 committees, the board of directors, outside agencies and states;
- Support the director as needed.

REQUIRED QUALIFICATIONS:

- Bachelor's degree
- High level proficiency in project management
- Strong knowledge of K-12 education
- Experience working with state departments of education, state governments, education associations
- Excellent communications skills
- Experience in conference planning

DESIRED QUALIFICATIONS:

- Master's degree
- Experience as a certified teacher and/or school administrator

MUST BE ABLE TO:

- Problem solve - creatively and effectively;
- Effectively organize, motivate and lead others to achieve goals;
- Respond appropriately to politically sensitive challenges;
- Remain flexible in a fast-paced work environment;
- Self-direct and self-motivate;
- Communicate professionally, both written and oral;
- Maintain confidentiality and exhibit sound judgment;
- Effectively use office equipment and other technologies;
- Travel out of state for site visits and board meetings.

Company: e-Luminate Group
Web Sites: www.eluminategroup.com / www.21stcenturyskills.org
Location: Tucson, AZ/Washington, D.C., preferred. Other locations may be considered.
Available: Start date is January 2009
Pay: \$65-70K, plus benefits
Required to Apply: Please send cover letter, resume and references to: P21jobs@eluminategroup.com by COB on November 10. (Applicants missing required information will not be considered)