



## Job Description: Research Director

Founded in 2016, EdAllies is a Minnesota-based education advocacy nonprofit that partners with schools, families, and communities to ensure that every young Minnesotan has access to a rigorous and engaging education. We advance policies that put underserved students first, remove barriers facing successful schools and programs, and foster an inclusive conversation about what's possible for students.

To learn more, visit: [www.edalliesmn.org](http://www.edalliesmn.org).

### POSITION

EdAllies is seeking a Research Director to join our team in summer 2019. The position will lead EdAllies' research and analysis efforts to strategically advance our policy campaigns, contributing to both planning and execution. The Research Director will collaborate with our policy and communications directors to ensure our public outreach and advocacy efforts are informed and grounded in both local and national research, data, and best practices, while also directly supporting legislative efforts to ensure timely, informed action on key issues and playing a lead role on certain policy advocacy campaigns. The Research Director will develop a portfolio of compelling educational materials, such as reports, fact sheets, and issue briefs to inform decision-makers and empower advocates. The Research Director is responsible for creative leadership and execution of research efforts, in a fast-paced environment that requires outstanding project-management, analysis, and communication skills.

The Research Director will work out of the EdAllies office in Minneapolis and report to the Managing Director of Strategy and Operations.

### RESPONSIBILITIES

Responsibilities include but are not limited to:

- Developing and managing new research projects from design and analysis to presentation and communication of findings, effectively using quantitative and qualitative resources;
- Collaborating closely with other director-level staff to develop policy and communications strategies;
- Researching and developing expertise on emerging policy initiatives;
- Leading efforts to use data to tell stories about the Minnesota early learning/K-12 landscape from an asset-based, equity lens;
- Supporting legislative efforts by tracking and analyzing impact of policy proposals, interpreting research and data for policymakers, and bringing an all-hands-on-deck attitude to support other needs;
- Providing research support for EdAllies' advocacy functions, including policy analysis, identification of best practices, data analysis to inform our work, and creation of written materials such as issue briefs, one-pagers, and fact sheets;
- Providing real-time support to EdAllies' policy team to deliver quick, accurate answers to emerging policy questions;
- Advancing EdAllies as a partner to parents, educators, and other stakeholders by serving as an accessible resource on education policy questions and participating in coalition work; and,
- Maintaining an understanding of national and local education policy and research to inform team's work and incorporate best practices in policy analysis, research, and impact.

## QUALIFICATIONS

Candidates should possess a strong commitment to EdAllies' mission, and to education equity more broadly. The ideal candidate has:

- Demonstrated experience with research and analysis, including the ability to synthesize data and draw informed, accurate conclusions;
- The ability to work in a fast-paced, rapidly changing environment, with ability to self-direct and prioritize among competing goals, and to work both independently and collaboratively;
- Working knowledge of education policy, research, and practice;
- Comfort with policy advocacy and eagerness to engage in work at the legislature;
- Strong writing skills, with ability to convey accurate, persuasive messages to a general audience;
- Comfort presenting to groups, facilitating collaborative work, operating across lines of difference, and developing relationships with diverse stakeholders;
- Interest in teacher preparation, school accountability and improvement, college and career readiness, school choice, school discipline, and other key and emerging education policy topics;
- A commitment to integrity (doing what's right, even when it is uncomfortable), transparency, candor, and collaboration;
- Relevant education or training in policy analysis, research, education policy, or a related field;
- 5+ years of experience in education, research, and/or public policy; and,
- Commitment to operating with EdAllies' core values of equity, inventiveness, humility, honesty, and courage.

## COMPENSATION

The position pays an annual salary of \$70,000-\$80,000, based on qualifications and experience. EdAllies also provides a comprehensive benefits package that includes medical and dental insurance, paid leave, matching retirement contributions, and more.

## HOW TO APPLY

Interested candidates should send the following to Andrea Roethke, Managing Director of Strategy & Operations, at [aroethke@edalliesmn.org](mailto:aroethke@edalliesmn.org), with "Research Director" in the subject line:

- a cover letter;
- your résumé; and
- a work sample that demonstrates policy analysis and writing skills.

Deadline: Job will remain open until filled, with priority given to applications received by May 15.

*EdAllies is an equal opportunity employer.*

*We strongly encourage applications from diverse candidates. All decisions regarding recruiting and hiring will be made without unlawful discrimination on the basis of race, color, national origin, ancestry, sex, sexual orientation, gender identity or expression, religion, age, pregnancy, disability, work-related injury, covered veteran status, political ideology, genetic information, marital status, or any other factor that the law protects from employment discrimination.*