



Mission Fed JA Finance Park Education Manager

Department: Education
Reports to: Director of Education
Summary: Full-Time, 40 hours per week – Monday – Friday with occasional evenings and weekends required for special activities

Junior Achievement (JA) was founded in 1919 with the mission of educating and empowering young people to succeed in the global economy. The San Diego chapter was founded in 1950 and now has over 30 full time employees supported by a team of over 6,000 volunteers. This year alone, JA will leverage a multi-million dollar budget to reach over 81,500 San Diego area students.

In everything JA does, from raising funds, to recruiting volunteers and implementing programs, the organization remains focused on the goal to positively impact more young people throughout San Diego and Imperial counties. We work in partnership with schools and businesses to improve student knowledge in the areas of business, economics, careers and financial literacy.

The Finance Park Education Manager is responsible for building relationships with educators, teachers, non-profit partners, volunteers and funders. Major emphasis is placed on how to effectively recruit and training high school teachers, nonprofit entities, and companies to participated in the 4.5 hour Finance Park Simulation.

Responsibilities:

- Works closely with the Education Team to manage program quantity and quality based on department goals and guidelines.
- The Education Manager will increase public awareness for the program, the need for, and relevance of JA Finance Park within the San Diego County Schools to include: Public, Private and Charter Schools.
- Cultivates relationships with teachers, volunteers, and community organizations who are looking for special JA programs and helps with the planning and implementation process.
- Develops and delivers all presentations to market program to new districts, schools, and prospective teachers to include commitment renewal from schools and teachers presently involved in program.
- Demonstrates a deep understanding of JA Finance Park value proposition to students, teachers, companies, non-profit partners, and families.
- Visits high schools to recruit, provide program orientation, and ensure effective teacher training sessions.
- Researches, visits and enrolls non-profit partners and companies to bring students and families to JA Finance Park.
- Drive and develop fundraising alliances to maximize revenue from current sources of income and develop new income sources.
- Ensures that program targets for the number of students served are reached.

- Tracks student numbers and percentage of students who receive Free and Reduced Lunch (FRL) or adults and families that are considered low to moderate income (LMI).
- Use of all BCRM elements to track activities and results including identifying, qualifying, cultivating, stewarding and soliciting.

Required Skill Sets and Knowledge Base:

- Ability to articulate the JA mission with passion, inspiring others to invest in our cause.
- Requires excellent public speaking skills and superior ability to present JA impact in an informed and persuasive way.
- Utilizes sales skills such as effective campaigns and presentations, planning, problem-solving, and decision-making.
- Highly motivated and confident in making decisions and taking initiative.
- Ability to stay organized, time management, prioritize projects and meet deadlines.
- Highly professional and ability to engage with various community leaders and corporate partners.
- Ability to network in a variety of settings, attend events, committees to develop and steward relationships with prospects.
- Ability to demonstrate vision as well as plan and execute strategy to achieve desired results.
- Must be an excellent listener and possess a high level of emotional intelligence and perception at reading people with the natural talent to adapt discussions based on varying audiences.
- Ability to translate various program information and concepts into language that is easily understood and into an investment opportunity, meeting both the needs of JA and the potential investor.
- Ability to work in a high-pressure, fast-paced environment managing multiple tasks in a timely and efficient manner while maintaining flexibility in accommodating the varying schedules of constituents.
- Exceptional written and oral communications skills and strong interpersonal interaction skills.
- Resourceful, results oriented, team-player with a positive can do attitude.
- Supporting the JA Finance Park team and helping facilitate simulations as needed.
- **Required Qualifications:**
- Bachelor's degree required
- 3-5 years of experience working with San Diego Schools and/or nonprofit entities
- Demonstrated successful track record working with corporate partnerships.
- Experience delivering prepared content to large audiences (public speaking, training or teaching experience).
- Computer literacy in a PC or Mac environment using industry standard productivity tools (Word, Excel, PowerPoint, etc.)
- Proficient in Microsoft Word, Excel, PowerPoint and Outlook for email and calendar.
- Proficiency working with social media, creating videos, databases or CRM systems preferred.

Please forward cover letter with salary requirements and resume to lbagheri@jasandiego.org

Please note that only candidates who meet the above requirements and qualifications will be contacted during the week of September 18, 2017.

We ask that you refrain from calling our JA offices prior to receiving a communication.