



## Director of Alumni Engagement

Student Leadership Network (*SL Network*) supports two life-changing programs that enable students from low-income communities to achieve their highest educational potential and to break the cycle of poverty: The Young Women's Leadership Schools (TYWLS), a high-performing network of all-girls public schools, and CollegeBound Initiative (CBI), a school-based college guidance program for young women and men. We also partner with 15 and growing affiliate schools across the country. Student Leadership Network programs promote a college-going culture in schools and makes the dream of college a reality for students. *To learn more, visit our website at [www.studentleadershipnetwork.org](http://www.studentleadershipnetwork.org)*

SL Network is seeking a **Director of Alumni Engagement** who will develop a vision that is financially sustainable and scalable for how Student Leadership Network (SL Network) will engage its alumni to ensure they graduate from college and will oversee the implementation, evaluation and continuous improvement of this vision. We aim to increase our existing college access, enrollment, matriculation, and persistence rates, while laying the groundwork to deepen our impact via alumni engagement and referral services. In order to meet the evolving needs of our students in college, the Alumni Engagement Team will drive programmatic enhancements and guide students down the multiple possible pathways to postsecondary success. SL Network is committed to ensuring that its graduates both enter into and graduate from a traditional four or two year college/university. This fulfills our mission of seeing students to and through college, thus closing the opportunity gap between low-income students and their wealthier peers. The Director of Alumni Engagement will be supported by one Alumni Engagement Manager and will report to SL Network's Executive Vice President/Chief Innovation Officer.

### Primary Responsibilities

Support in the development an overall vision and approach for how SL Network will support its alumni in persisting in and completing college:

- Identify the most pressing barriers to college completion for SL Network alumni
- Identify effective, scalable and financially sustainable strategies to support SL Network alumni
- Identify viable alternative postsecondary pathways for students who are better suited for a certificate program, technical training, or apprenticeship program.

Oversee the successful implementation and continuous improvement of this vision and approach:

- Work with SL Network internal and external stakeholders to pilot, refine, and more broadly implement effective, scalable and financially sustainable strategies to support SL Network alumni in selecting, persisting in and completing college.
- Disseminate data, research and recommended strategies across all programming departments including YWLN Affiliates over time.
- Develop and/or oversee development of partnerships with institutions of higher education and other outside partners to support SL Network alumni in completing college and/or viable alternative pathways to postsecondary success.
- Use data to systematically evaluate the effectiveness of strategies alongside internal stakeholders.



- Ensure SL Network is developing or maintaining any necessary systems and infrastructure to manage and refine alumni engagement efforts going forward, such as data collection tools, alumni tracking tools, and the use of technology to scale services (e.g. text messaging platforms, online communities, etc.)
- Support the Alumni Engagement Manager's efforts to engage college Alumni in comprehensive career program partnerships throughout college; assist with events, workshops, site visits, and resume review as needed with a specific focus on first and second year students.
- Create and develop a series of 3-5 college transitions workshops that are taught to seniors to enhance their knowledge of resources necessary to successfully make the transition to college.
- In partnership with the Director of Data Systems and Reporting, provide comprehensive data snapshots of SL Network's college students, including twice-annual briefs on trends.
- Work with the Development Team in order to secure and maintain the philanthropy necessary for the operation of the alumni engagement program.

Manage, observe and evaluate annually the Alumni Engagement Manager:

- Plan and lead professional development for SL Network's Alumni Engagement Manager, and/or interns, at strategic times during the summer and throughout the academic year.
- Work closely with the Senior Managing Director of CBI on student advocacy, developing strong relationships with colleagues in both the high schools' Directors of College Counseling, the College Transition Coaches, and college admissions offices.
- Other duties as assigned.

#### Key Qualifications and traits:

- 8-10 years of experience managing a high school alumni engagement or college counseling program for K-12 schools or community based organizations
- Master's degree
- Passionate commitment to the mission of SL Network
- Familiarity with the CUNY systems (e.g. reengagement programs, articulation agreements, transfer policies, etc.)
- Problem solving: strategic, analytical and critical thinking skills
- Influencer: effective communication skills to get diverse audiences excited about ideas and initiatives.
- Data Oriented: organize and analyze data sets, and use those findings to solve problems
- Flexible: learn quickly and thrive in dynamic, fast-paced and entrepreneurial environments
- Systematic Thinker: enjoy organizing information and input from different stakeholders and creating a project plan to move work forward efficiently and effectively
- Doer: "whatever it takes" attitude and thrive on getting results. Effective time management and prioritization skills. Comfortable taking initiative and being self-directed
- Experience researching or implementing effective and innovative strategies to support our student demographic in graduating from college
- Willingness and ability to travel primarily in the Northeast in order to build and maintain college partnerships, engage alumni, and attend regional and national conferences



**Compensation:** Competitive/commensurate with experience. FLSA Status: Exempt. Student Leadership Network is an equal opportunity employer.

**Benefits:** Medical, Dental, Vision, 401K matching, Flexible Spending and Paid Time Off.

**Application Instructions:** For consideration, email your resume and cover letter to [jobs@studentleadershipnetwork.org](mailto:jobs@studentleadershipnetwork.org). Please mention where you saw this ad.

