

COLLEGE UNBOUND

Title: Community Organizer - PA

Location: Philadelphia, PA

Status: Full-time

Schedule: Hybrid

Salary Range: \$75,000 to \$85,000

Organizational Overview: College Unbound (CU) is an accredited and state-approved college whose mission is to reinvent the higher education experience for underrepresented returning adult learners. Through rigorous and engaged scholarship, College Unbound integrates students' own purposes for learning with the needs of their workplaces and communities, improving the lives of the students and the lives of those they touch. Started in RI, College Unbound now supports students across multiple states and looks to continue to develop an infrastructure to support this developing model.

Position Summary: College Unbound (CU) seeks a K-12 Community Organizer (CO) to build, strengthen, and grow partnerships across the Mid-Atlantic region that expand access to bachelor's degree completion for para-professionals who are interested in higher-level roles in educational settings, e.g., teaching, academic support, educational policy, and administrative roles. Reporting to the Regional Director and being a member of the Mid-Atlantic team, the CO will advance CU's educational mission in the region while promoting its vision both internally and externally. The CO will develop CU Enrollment Partnerships with schools and school districts and build relationships with local funders. This role will also cultivate relationships with state agencies, professional associations, advocacy coalitions, and community organizations to create a clear and supported path for paraprofessionals to earn their degree and advance in their careers.

Primary Duties and Responsibilities:

Partnerships

- Foster and maintain partnerships in the K12 sector that provide access to prospective CU students and can provide additional employment opportunities and pathways.
- Build partnerships with K-12 education employers, networks, and unions in the Mid-Atlantic region.
- Advise Regional Director on MOUs, partnership plans, and program agreements that support student pipelines and employer-sponsored cohorts.
- Represent College Unbound in educational convenings, committees, and statewide/national forums alongside the Regional Director

Fundraising/Development

- Introduces the Regional Director and CAO to corporate funders, foundations, and individual benefactors.

Organization Operations

- Participates in Weekly Regional Check-In Meetings.
- Responsible for the collection and reporting of accurate and timely data.

Public Relations

- Serves as a CU spokesperson in building CU's reputation, increasing community awareness, and sharing CU's message -- both internally, with students, and externally, with public, private, and community partners in the region.
- Provide leadership in enhancing CU's image and mission by assuming a visible, highly regarded presence at the Regional Site and working closely with other professional, civic, and private organizations where necessary.

Performs other duties as needed or assigned.

Required Qualifications:

- Education: a Master's degree in Education, Psychology, Social Work, Non-profit Leadership or a related field.
 - Experience: experience in education and/or non-profit leadership.
 - Commitment: an understanding of, and commitment to, such progressive educational principles as the value of learning outside of school and the importance of student-adult relationships.
 - Management Skills: hands-on experience, be highly organized, a problem solver, with proven ability to multi-task, handle pressure, and meet deadlines.
 - Relationship and Interpersonal Skills: experience in building, sustaining, and deepening relationships with a diverse set of stakeholders, including non-profit and community partnerships, parents, elected and appointed officials, major donors, and others. Cultural competence in working with diverse communities.
 - People Management, Financial, and Operational Abilities: the ability to work with, build bridges, and motivate a diverse group of professionals through empowerment, creative leadership, and team building. Experience in managing operational budgets and finance.
 - Communication Skills: excellent written and verbal communication skills and the ability to communicate effectively with diverse stakeholder groups.
 - Fundraising/Development Skills: proven track record in fundraising and development.
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Application Instructions:

Applicants should submit a cover letter and resume to jobapplications@collegeunbound.edu with “**Community Organizer-PA**” in the subject line or apply directly on [Idealist](#). Review of applications will begin immediately.