

Milwaukee Succeeds 12-Month Term Opportunities: Community Engagement Fellow

Milwaukee Succeeds (MKES) is a broad-based, community collaboration that aims to improve educational outcomes for every child in Milwaukee, in every school, cradle to career. Using a data-driven process that focuses resources on high-impact strategies, Milwaukee Succeeds will begin to move the needle on what works for kids, and better position our children and our community for a successful future.

To achieve its mission, MKES works to convene a wide range of stakeholders to identify and implement strategies that improve educational outcomes in the early childhood education and high school spaces. Our push for education equity centers racial equity, sharing power with new sources of community leadership and taking action that results in systems change. **As part of the Greater Milwaukee Foundation, Milwaukee Succeeds reflects the Foundation's commitment to education, rooted in 100 years of history in the Milwaukee region.**

You can make a difference, as Milwaukee Succeeds is seeking a Community Engagement Fellow! The Fellow is responsible for partnering with the Community Engagement Specialist to help build and strengthen relationships with the Youth Forward Milwaukee Coalition (Youth) and/or the Early Childhood Education Coalition's Family (Families) workgroup to ensure meaningful connection and alignment to the work of Milwaukee Succeeds. This role supports the development and implementation of an engagement plan that centers the ideas and leadership of Youth and Families. The incumbent participates in and supports the implementation of community coalitions strategies while supporting other community-based events, trainings and activities that advance the mission of Milwaukee Succeeds.

Key Responsibilities:

- Co-leads the development and support of lived experience leadership in the work of our Youth and Families in partnership with initiative leads.
- Supports community mobilization and advocacy efforts to leverage the voice and leadership of Youth and Families.
- Supports the planning and implementation of meetings, community events and trainings (in-person and virtual) with a focus on building relationships and increasing the engagement of community partners whose work directly aligns with the priorities of Milwaukee Succeeds.
- Assists with increasing the engagement of community partners whose work directly aligns with the priorities of Milwaukee Succeeds.
- Supports community-wide communications efforts that highlight the leadership of Youth and Families in partnership with the Communications Manager.
- Supports the collection of data used to track progress toward engagement goals and uses the data to drive continuous improvement in partnership with the Data Manager.

Qualifications:

- **Ability to commit 30 hours per week to the 12-month assignment.**
- Three (3) or more years of relevant work experience or coursework equivalency required, preferably in the field of community organizing, social entrepreneurship, non-profit management or communications.
- Experience working to engage and/or mobilize people around social change issues preferred.
- Experience with managing complex projects a plus.
- Conflict resolution experience or training a plus.
- Bilingual skills in Spanish desirable.
- Ability to work with a diverse group of constituents, utilizing multi-cultural intelligence, appreciation and respect.

- Proficient administrative skills with knowledge of tools and techniques that ensure operational efficiency and effectiveness.
- Familiar with Microsoft Office Suite applications (i.e. Outlook, Word, Excel, PowerPoint specifically), web-based applications, databases and virtual collaboration platforms like Zoom and Teams.
- Public speaking skills and ability to communicate respectfully and effectively, verbally and in writing.
- Must be organized and able to handle multiple tasks and projects.
- Must be honest, dependable and able to meet deadlines.
- Must be self-motivated and able to work independently.
- A valid and current driver's license and/or reliable transportation is required.

We recognize that at this moment, during the COVID-19 pandemic, it is a uniquely difficult time and we aim to be as flexible and supportive as possible in both the recruitment for and onboarding of this position. Some staff may be eligible to work a hybrid work schedule (i.e. work part of their regular schedule remotely). However, all staff must work the majority of their time in the GMF office.

Salary: \$45,760

Application Instructions: Please include resume, cover letter and salary requirements when [applying](#).

The Greater Milwaukee Foundation is an equal opportunity employer and encourages people of diverse backgrounds to apply. We celebrate diversity and are committed to creating an inclusive environment for all employees.