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 Specialist! This newly created position is responsible for building and strengthening relationships with key stakeholders to ensure meaningful connection and alignment to the work of Milwaukee Succeeds. This role serves as the face of community outreach by co-leading the development and implementation of an engagement plan that centers the ideas and leadership of Youth Forward Milwaukee Coalition (Youth) and the Early Childhood Education Coalition’s Family workgroup (Families). The incumbent serves as the lead organizer and co-facilitator of community-based events, trainings and activities that advance the mission of Milwaukee Succeeds.

**Key Responsibilities:**

- Leads community engagement efforts to leverage the voice and leadership of the Youth and Families in the work of Milwaukee Succeeds.
- Plans and facilitates 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.
- Supports High School Success (HSS) and Early Childhood Education (ECE) coalitions organizing community partners to act in ways that demonstrate shared accountability for results in collaboration with staff and leadership.
- Manages a wide range of people-centered projects while ensuring alignment across organizational engagement goals to ensure maximum human impact.
- Supports community-wide communications efforts that highlight the leadership of Youth and Families in partnership with the Communications Manager.
- Co-creates and oversees the collection of data used to track progress toward engagement goals in partnership with the Data Manager.
- Supervises and assesses the performance of Community Engagement Fellows and other volunteer staff.
- Joins Milwaukee Succeeds Culture Committee members to support team engagement efforts.

**Qualifications:**

- Five (5) 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/mobilize people around social change issues required.
- Experience with managing complex projects preferred.
- Conflict resolution experience or training preferred.
- Experience with program development, continuous improvement and culturally responsive practices a plus.
- Bilingual skills in Spanish desirable.
• Ability to mobilize and leverage community voice and leadership to advocate for community-driven strategies.
• Strong project management skills.
• Strong public speaking skills and ability to communicate respectfully and effectively, verbally and in writing.
• Ability to build collaboration between organizations and community stakeholders.
• Demonstrated ability to work effectively with a diverse group of constituents, utilizing multi-cultural intelligence, appreciation and respect.
• Proficient to advanced administrative skills with knowledge of tools and techniques that ensure operational efficiency and effectiveness.
• Proficient in Microsoft Office Suite applications (i.e. Outlook, Word, Excel, PowerPoint specifically), web-based applications, databases and virtual collaboration platforms like Zoom and Teams.
• 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 Range:** $41,000-$45,000

**Benefits:** We offer an excellent benefit package, which includes health, dental, vision, flexible spending, life insurance, 403(b) retirement plan, paid time off (PTO), educational assistance and more!

**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._