

Overview

Haverhill Promise mobilizes the work of more than 20 organizations throughout the city in a collective effort to dramatically increase the percentage of Haverhill children reading on grade level by 3rd grade. The initiative believes that through collective action and channeling the city's broad-based resources and assets, students can achieve greater reading proficiency across all socioeconomic and learning backgrounds. Haverhill Promise's work to envision, create, and nurture a culture of reading throughout the city, starting in the early years, is focused on three areas: School Readiness, School Attendance, and Summer Learning. A proud member of the national Campaign for Grade Level-Reading, Haverhill Promise was recognized as a "Bright Spot" Community in 2021 for its response to the pandemic.

Haverhill Promise is governed by a Steering Committee, currently comprised of nine members from various sectors throughout the Haverhill community. Haverhill Public Schools (HPS) has served as the backbone agency for Haverhill Promise since its founding in 2018; the Director of Haverhill Promise is therefore an employee of HPS who reports to the leadership of the Steering Committee, which includes the Superintendent of HPS.

Funding for Haverhill Promise operations is currently provided through private funding. While HPS provides the fiscal structure for this position and is an essential partner in this work, the Director is centered in the community and has significant flexibility to bring together the many components that support the goals of Haverhill Promise.

THE OPPORTUNITY

The Director of Haverhill Promise will lead a community-focused effort to ensure that all of Haverhill students are reading proficiently by the end of third grade. This is a unique opportunity to sharpen the initiative's vision and deepen its impact by working collaboratively and strategically with partners throughout the city around a common goal.

Responsibilities

Haverhill Promise is seeking a Director to develop, lead, maintain, and grow relationships with an ever-growing network of community partners participating in the three areas of focus (School Readiness, School Attendance, and Summer Learning). The Director will have strong leadership skills and the ability to take a big vision -- to increase literacy skills for Haverhill's young children -- and develop action plans to make progress towards tangible goals.

The Director will develop strong working relationships with each of the partner organizations and understand, value, and help amplify the role they have in moving forward the goals and objectives of Haverhill Promise. A skilled and passionate advocate, the Director will actively leverage partners' activities, ensuring they are mutually reinforcing while identifying opportunities for organizations to work together on key initiatives.

Additionally, the Director will convene working groups and other committees, serving as a bridge to enhance communication and connectivity between and among the various partner organizations, and throughout the broader Haverhill community. The Director will track and manage the work of partners as it relates to the collective work plan and develop tools and mechanisms for reporting and sharing progress of the collective effort.

Using an equitable and inclusive approach, the Director will engage communities throughout the city to demonstrate the power of self-directed reading and how it can be a pathway to success and opportunity that shapes the future for all children in Haverhill.

Specific responsibilities include but are not limited to:

LEADERSHIP, PLANNING, & VISION

- Provide overall leadership and direction to Haverhill Promise, engaging and aligning stakeholders around a common vision and actionable goals
- Build upon the goals and impacts articulated in the Community Solutions Action Plan, identifying opportunities for enhancing and growing partnership activities
- Engage and leverage the contributions of the Steering Committee in support of the overall initiative through regular meetings and updates
- Ensure the success of the Haverhill Promises' three working groups (Attendance, School readiness, Summer learning) and ensure ongoing collaboration, clearly articulated work plans and annual benchmarks, and alignment and cross-fertilization

COMMUNITY OUTREACH, COLLABORATION & ENGAGEMENT

- Activate an ever-growing network of partner organizations so that their activities and outputs are working in a coordinated manner and in support of the overall strategy for increasing literacy levels
- Maintain existing and establish new partnerships that further the initiative's ability to achieve its goal of children reading on grade level by the end of 3rd grade
- Effectively communicate partner expectations and elevate and amplify partnership efforts for advancing the goals of Haverhill Promise
- Actively seek opportunities for partners and their efforts to be mutually reinforcing
- Identify programming gaps and bring partners together to develop strategies to address them
- Contribute to the development of a funding collaborative where fundraising is maximized to support grade-level reading, minimize redundancy (e.g., leverage a newly created fund within the Essex County Community Foundation to support early learning initiatives), and ensure long-term sustainability of the initiative
- Actively participate in other groups and organizations to encourage alignment with the goals of Haverhill Promise (e.g., Special Education Parent Advisory Council, MakeIT Haverhill, etc.)

COMMUNICATIONS & REPORTING

- Demonstrate impact through data analysis and develop a quarterly reporting format/infographic to communicate activity and progress of the initiative across multiple working groups and stakeholders
- Coordinate data and evaluation activities of Haverhill Promise, communicating consistently with partners around quarterly data collection
- Develop and implement new strategies for engaging the broader Haverhill community in building a culture of reading, including caregivers of young children, the education community, and general public, in the efforts and impact of Haverhill Promise

Qualifications

Experiences:

- At least five years of progressively responsible experiences, preferably in community organizing, community outreach, coalition building, and/or fundraising and development
- Demonstrated track record of organizing and managing partnerships with public, private, nonprofit, and grassroots organizations
- Demonstrated commitment to diversity, equity, and inclusion, and an appreciation for how diverse views can come together for collective impact

- Demonstrated understanding of group process and how to effectively convene coalitions, manage a collective agenda, and lead groups toward consensus through effective facilitation
- Experience in data analysis and research to inform decision-making, as well as in helping others use data to inform their work

Attributes:

- Self-directed and self-motivated individual with strategic acumen and a successful record of initiating and leading complex, and ultimately sustainable, projects
- An aptitude for remaining focused on goals and objectives, with demonstrated ability to grasp new concepts quickly, work well with people, and bring an attitude of focused dedication
- Ability to work autonomously and collaboratively, with strong problem solving, analytical, and planning skills
- Strong oral and written communication skills, and ability to brand and market the work and outcomes of Haverhill Promise
- Highly skilled at developing strong working relationships with both internal and external stakeholders with a wide variety of professional backgrounds, experiences, and perspectives
- Ability to adapt quickly, be creative, and embrace ambiguity
- Passion for early literacy, child development, and strong belief in the power of collective impact
- Spanish speaking proficiency preferred

GUIDELINES FOR APPLICANTS

This search is being conducted by TSNE in partnership with Haverhill Promise. Interested candidates should submit materials via this posting.

Electronic submissions sent on this posting are preferred. All submissions will be acknowledged and are confidential within TSNE and the Haverhill Promise search committee.

Candidates should include a resume and a cover letter that describes how their qualifications and experience match the needs and mission of Haverhill Promise. Expected start date will be late August/early September. The Director of Haverhill Promise is a full-time, year-round, exempt position. The starting salary for this position is \$100,000 - \$110,000. Housed within the Haverhill Public Schools, this position offers competitive health and dental coverage, as well as competitive paid time-off. It is expected that the Director will work directly within the Haverhill community to ensure consistent and ongoing presence and engagement with community partners, including some evening or occasional weekend hours.

Apply Here: <https://www.click2apply.net/6eQaLehYG2djoI8aKHONZq>

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