



Job Posting: Director of Corps Member Recruitment

About North Carolina Education Corps

North Carolina Education Corps (NCEC) is an independent 501(c)(3) nonprofit that partners with public school units (PSUs) to support students and extend the reach of teachers. Initially launched in September 2020 by the North Carolina State Board of Education and NC Governor's Office, NCEC believes that North Carolina is stronger when all students have the full support they need to thrive.

NCEC partners with PSUs to recruit, train, and coach "corps members" who work for schools as high-dosage K-3 literacy tutors to accelerate student learning.

COVID-19 is exacerbating challenges that have long existed in public education in North Carolina. Prior to the pandemic, data showed that only 36% of North Carolina's fourth-graders could read at or above grade level. Covid has made that worse. State results after two years of the pandemic show young readers in North Carolina have fallen further behind, due to lost instructional time and added stressors.

NCEC corps members work with K-3 students to accelerate their growth as learners and readers. By providing high-quality whole child and academic support, corps members help prevent additional delays in learning that could affect students well into adulthood.

For more information on NCEC, check out our [launch video](#), [basic overview](#), and [website](#).

Job Summary

The Director of Corps Member Recruitment will be responsible for recruiting new corps members to serve as tutors in North Carolina public schools. The position will conduct outreach to university programs, community-based organizations, retired teachers, and statewide influencers among others to spread the word about North Carolina Education Corps. The Director also oversees identifying corps member candidates, as well as to foster and support an equitable, inclusive, and engaging hiring process.

Because NCEC is a high-growth nonprofit, the Director of Corps Member Recruitment must enjoy working in an entrepreneurial environment that is fast-paced, mission-driven, and

results oriented. We seek candidates from diverse backgrounds with a passion for our mission, drive for results, care for students, adaptability, resilience, and humility. A good sense of humor goes a long way too.

Responsibilities

Set vision and direction for corps member recruitment

- Plan, execute, and lead NCEC’s corps member recruitment efforts, including developing strategies to engage with institutions of higher education, career networks, and statewide influencers as well as managing our NCEC ambassador program
- Consistently leverage learning results from successes and failures that are conclusive, specific, and evidence-based to continually improve recruitment campaigns and to inform organizational innovation and strategy
- Create and execute plan to double the number of high-impact corps members every year for the next two years, with the 2022-2023 goal of 500

Cultivate relationships with external stakeholders

- Build and maintain relationships with key stakeholders within institutions of higher education, partner organizations, and/or the professional community to support recruitment campaigns, maximize outreach, and promote a strong organizational brand
- Work with the Director of Marketing and Communications to develop marketing collateral and strategic messaging for distribution to potential partners
- Represent NCEC at virtual or in-person outreach and recruitment events
- Build and maintain relationships with corps members across the state as needed

Identify and onboard qualified candidates

- Coordinate and conduct information sessions with prospective corps members
- Attend community events to promote district corps member openings
- Refine and lead candidate review and selection processes
- Support district managers in hiring qualified corps members
- Direct day to day recruiting management responsibilities for specific districts
- Design and improve onboarding processes for new cohorts of corps members

Perform other related duties as requested or as responsibilities dictate

Qualifications

Required

- Five to seven years of related professional experience in a human resources or recruiting capacity
- Commitment to the mission and vision of North Carolina Education Corps
- Outstanding communication skills. Ability to communicate concisely and persuasively in a variety of different formats, including in-person, email, written documents, and digital presentations
- Proven ability to use outstanding interpersonal skills to build strong relationships with internal and external stakeholders; and negotiate challenging situations in a professional way
- Highly organized and detail-oriented, with strong project management and organization skills. Ability to perform and prioritize multiple tasks seamlessly

Preferred

- Comfortable working in a fast-paced, high-growth organization
- Experience with public schools and higher education institutions is preferred
- Demonstrated ability to exceed performance goals, meet deadlines, and adapt to changing circumstances
- Prior experience with Customer Relationship Management system (CRM), from implementation stage to onboarding strongly desired. NCEC works in HubSpot
- Experience with application tracking software preferred

Impact Opportunity

- Contribute to a once-in-a-generation initiative to advance student achievement in North Carolina with a whole child and educational equity and opportunity focus
- Opportunity to contribute at NCEC at an early stage while it's on a trajectory to become an important fixture in North Carolina's education landscape

Additional Information

This position is an in-office/remote hybrid position in Raleigh, NC. Target start date: July 25, 2022.

Pay and Benefits

The hiring range for this position is \$88,824–\$99,049 per year, depending on experience. The position will receive generous company benefits, including company paid health, dental, vision, life, STD and LTD insurance coverages, Flex Spending Account (FSA), 401k with matching, 10 paid holidays, paid sick leave, paid bereavement leave, 15 days of paid annual leave.

How to Apply

Please apply through the simple application form on our website nceducationcorps.org/careers. PDF format is preferred for resumes.