

Announcement of opening for the position of

EXECUTIVE DIRECTOR

Arkansas Education Association (AEA)

The Arkansas Education Association seeks an energetic, highly motivational, collaborative, and influential leader for the position of Executive Director. The Executive Director will work in partnership with the Association's governance and staff to provide operational leadership for AEA to fulfill its vision. The successful candidate for this position must possess the commitment, vision, integrity, skills, and experience to assist and guide AEA in the pursuit of its mission: To advocate for education professionals and to unite our members and the state to fulfill the promise of public education to prepare every student to succeed in a diverse and interdependent world.

History

In 1869, Arkansas' fledgling school system operated on insufficient funds and the public support needed to change the situation did not exist. Many citizens thought that the teachers were at fault because they were seen as incompetent. In order to remedy this situation, Thomas Smith, the first state superintendent of public instruction, announced on June 21, 1869, a meeting to be held at Little Rock with the intent of organizing an Arkansas Education Association. Smith was elected the first president at the meeting. Both Smith and his fellow educators realized the amount of effort required to change the public's perception of education so that the future of public education in Arkansas could be secured. We continue that fight today.

Position Overview

The Executive Director is the Association's chief staff officer who leads a staff in coordination with AEA's President to ensure implementation of the full scope of the strategic plan, policies, procedures, and programs approved and adopted by the AEA's Board of Directors. The executive director shall employ, direct, and supervise all AEA staff. In collaboration with the President and Officers, the Executive Director develops and manages an annual organizational budget and is accountable to the Board for the long term financial and fiscal health and sustainability of the Association.

DUTIES AND RESPONSIBILITIES

- **Institutional Leadership** - lead with vision, adaptability, creativity, and integrity to execute the policies of The AEA's board.
- **Corporate Management** - advise and facilitate the development of The AEA budget, administer and monitor the budget, ensure the fiscal health of the association, oversee compliance with legal and regulatory requirements, evaluate and manage risk, and ensure the proper management of all property owned and leased by the Association as The AEA pursues its mission and vision.
- **Public Education Advocacy** – champion public education in Arkansas, including building collaborative relationships between The AEA and external stakeholders to shape the highest professional standards for education policy.
- **Organizing** – foster an organizing culture that grows the association while advancing the interests of Arkansas's students and educators.
- **Staff Relations** – as chief of staff, provide leadership for staff commitment to the Association's mission, vision, and strategic plan, ensure compliance with The AEA's policies; prioritize and assign staff resources to programs and projects as necessary; coordinate, direct, and evaluate the work of The AEA's employees while fostering a collegial relationship; build effective relationships with management and the staff union; and successfully support management and staff to ensure the highest quality work on behalf of The AEA's members.

CURRENT OPPORTUNITIES

- AEA is led by a newly elected president and elected board who are committed to developing a forward-looking strategic plan designed to better public education and the professional lives of AEA's members.
- AEA has the opportunity to continue to develop a solid and supportive staff culture that promotes transparency and collaboration throughout the organization and is committed to

capitalizing on its current staff talent through empowerment and professional development.

- AEA is committed to a culture of member engagement and organizing that mobilizes the membership to articulate, plan, and achieve local objectives and interests. This approach demonstrates the relevance of union participation, as well as the benefit of unified membership at the local, state, and national levels.
- AEA has the opportunity to cultivate bipartisan relationships to advance pro-education legislation and to build strong alliances with external organizations supporting public education.
- AEA is committed to leveraging the current attacks by legislators to highlight the importance of a stronger collective voice.
- AEA is committed to a culture of organizing in which members are engaged and equipped to grow and strengthen their local associations in order to improve student outcomes, secure the proper teaching and learning conditions, and achieve educational opportunity and equity for all students.
- A generation of early educators provides AEA with the opportunity to forge fresh relationships and increase its relevance with new perspectives and ideas.
- AEA is committed to an intentional branding campaign to bring more visibility to the association as the leading expert on education and reclaim its position as the foremost advocate for education in the state of Arkansas.
- AEA has the opportunity to maintain existing and create new outreach with education, unions, businesses, and other public and private sector partners and community coalitions in support of quality public education and equitable opportunity for all students.

ESSENTIAL COMPETENCIES, EXPERIENCE AND EDUCATION:

REQUIRED COMPETENCIES

Member Focus

A leader who values public education and is focused on member needs. Someone who believes in member engagement, trust, and loyalty, and who is committed to fostering strong relationships among AEA and its members. An experienced leader who has successfully demonstrated the ability to implement high quality programs and services that bring value to members. Demonstrated experience in using data to identify additional ways to offer value to members' professional practice and careers. Ensures that the AEA stays vibrant and relevant as the education landscape and the demographics of the workforce continue to evolve. An influential leader who understands membership and is able to expand market share, and effectively lead innovative strategies, programs, initiatives, and policies designed to attract and increase new membership. An established leader with the ability to drive member engagement and increase member retention.

Strategic Planning and Execution

Documented experience in leading organization-wide efforts in planning, implementation, process improvements, innovation, financial management, and building high-performance work teams. A record of executive leadership in strategic planning that required significant organizational change, including experience utilizing reliable methods to ensure accountability and timeliness in the execution of strategic goals and objectives. Strong ability to delegate but resists the urge to micromanage. Specific evidence that reveals past approaches to work that demonstrate personal expertise in assessing benefits and risks toward a goal of creating strategic advantage. An individual who possesses the ability to manage multiple projects with clear priorities and to articulate the connections between the big picture and specific action plans and timetables.

Leadership

A passionate public education advocate who understands the central role educators play in leading change in their profession. A proven record of senior organizational leadership marked by a passion for

education. A visionary leader who has confidently engaged others to identify and work toward common goals. Capable and willing to voice respectful and effective dissent when and where appropriate.

Must possess a growth mindset, a collaborative workstyle, and be able to communicate effectively with a broad range of internal and external partners. Must have the confidence to lead courageously and possess resilience in a rapidly changing environment; a courageous leader who has shown organizational savvy and flexibility in confronting and adapting to challenging and changing political and organizational realities. Must be capable and willing to voice respectful and effective dissent when and where appropriate. A proven ability to grow a membership base. An empathetic leader who has a demonstrated, successful record of attracting and empowering a highly talented staff and is skilled at coaching and mentoring. Has success in building and maintaining effective coalition partnerships.

Interpersonal Effectiveness

An effective communicator who has excelled in building successful relationships. An established record of fostering teamwork and consensus, effectively managing conflict, provoking creative problem-solving, and necessary risk-taking, and is inclusive of diverse individual and cultural perspectives. Has an ability to inspire trust and communicate sound reasoning in an authentic and persuasive manner. Must be a leader who is able to develop networks, leverage diversity, and build internal and external alliances across boundaries to support strategic relationships and achieve common goals.

Desired Experience

- A minimum of 3-5 years of middle or senior management experience
- Experience in public education advocacy, belief in the central role of unions, and unwavering support for organized public education.
- Must be a lifelong learner who supports structures for staff's ongoing professional development.

EDUCATION

Bachelor's degree from an accredited four-year college is required; a Master's Degree is preferred.

COMPENSATION PACKAGE

Commensurate with experience and qualifications.

TO APPLY:

To be considered for this position, please provide the following:

- A current resume reflecting your qualifications for this position.
- A Letter of Application that specifically addresses how your career accomplishments have prepared you to meet the challenges and opportunities presented in this position.

All materials must be sent electronically to **NEA-AEA Search Consultant: Unionsearch.org**

Patricia Johnson, Business Manager: patjohnson@unionsearch.org

For confidential inquiries, questions, salary information, or to schedule a call, please email Patricia Johnson.

APPLICATION DEADLINE: January 1, 2024, at 5:00 pm (EST.)

NEA-AEA IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER AND DOES NOT DISCRIMINATE BASED ON RACE, CREED, RELIGION, COLOR, NATIONAL ORIGIN, AGE, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENETIC INFORMATION, MARITAL STATUS, or DISABILITY.