VACANCY

DIRECTOR OF ORGANIZING II - RECRUITMENT & RETENTION

Kansas National Education Association (KNEA) seeks qualified candidates for the Director of Organizing – Recruitment & Retention position.

**Position Description:** The Director of Organizing – Recruitment & Retention provides advice and counsel to KNEA members, leaders, management, and staff on using organizing principles to support recruitment and retention efforts. This position manages parts of the KNEA Training Program that impact organizing, recruitment, and retention, manages the KNEA Early Career Educators (ECE) program, and assists the KNEA Membership Program. The position offices at KNEA Headquarters in Topeka, Kansas.

**Qualifications:**
- Ability to work with leaders and staff to enhance understanding of organizing and membership recruitment relationships
- Excellent oral and written communication and effective interpersonal skills
- Capable of using available technology for research, presentations, training, and communication
- Ability to use adult learning theory in planning, presentations, and training
- Demonstrated ability to facilitate group and individual interaction in managing change
- Ability to work with groups with diverse viewpoints
- Ability to prioritize and organize work to ensure the completion of multiple tasks
- Willingness and ability to work long hours, including evenings and weekends, as necessary
- Ability to manage support staff
- Ability to develop and manage program area budgets

**Position Responsibilities:**
- Provide opportunities for leaders and staff to learn more about organizing for successful membership capacity, including how to develop strategies and tactics.
- Advocate for organizing opportunities in every aspect of the association’s program and activities.
- Ensure every element of leadership and bargaining training has an organizing component.
- Follow the KNEA Board ECE Taskforce plan.
- Develop a program for ECEs to participate in New Hire and Back to School events.
- Coordinator with the Aspiring Educator Program to promote KNEA and the ECE program.
- Develop and support the social media presence of ECEs in collaboration with the communications department.
- Hold a state-wide conference to address the needs of ECEs. (i.e., parent communication, classroom management, trauma-informed schools, social media and the law, degrees not debt, financial planning, etc.)
- Use available membership trends research to work with Membership Work Teams to develop and implement a comprehensive membership plan.
- Keep staff and leaders apprised of membership strategies across the state and in other affiliates.
- Assist with targeted local membership plans and work with UniServ Directors on follow-up.
- Other duties as assigned.

**Salary and Fringe Benefits:**
- Under the Kansas NEA/Kansas Staff Organization contract
- Salary Range is between $73,900 to $114,900, based upon experience
- Liberal fringe benefits and leave, as provided in the contract

**Employment Date:** TBD
**About KNEA:** KNEA’s mission is to advocate for education professionals and unite our members, Kansans, and the nation to fulfill the promise of public education to prepare every student to succeed in a diverse and interdependent world. Our vision is a great public school for every student. Our members include K-12 classroom teachers, higher education employees, support professionals, college students, and retired educators.

**How to Apply:** Qualified candidates should email a cover letter, resume, and three (3) references to Peggy Cochran, Interim Executive Director, peggy.cochran@knea.org. Applications must be received by January 19, 2024, at 5:00 p.m. CDT.

**KNEA is an Equal Opportunity Employer.**

*We celebrate diversity and are committed to creating an inclusive environment for all employees.*