

Campus Campaign Coordinator 2010-2011
Teach For America

Position Summary:

The campus campaign coordinator, in consultation with Teach For America recruitment staff, will work behind the scenes to develop and execute a detailed strategic plan aimed at inspiring top students to apply for the 2011 corps. The campus campaign coordinators schedule is determined by the recruitment director given the needs of this specific campaign. In this position, campus campaign coordinators enhance their professional skills in networking, marketing strategies, and communication while gaining an understanding of how a successful nonprofit organization operates. This is an excellent opportunity for individuals who are interested in applying to be a Teach For America corps member or staff member upon graduation.

About Teach For America:

Teach For America is the national corps of top recent college graduates who commit to teach for at least two years in urban and rural public schools and become lifelong leaders in the effort to expand educational opportunity. Our mission is to build the movement to eliminate educational inequity by enlisting the nation's most promising future leaders in the effort.

In the 2009-10 school year, over 7,300 first- and second-year Teach For America corps members will teach in 35 regions across the United States. Since 1990, Teach For America corps members have reached approximately 3 million students. Nearly 17,000 Teach For America alumni are working in education and many other fields, where they continue to advocate for students and families in low-income communities. While only 1 in 10 corps members say they were interested in the teaching profession before joining Teach For America, more than two-thirds of our alumni remain in the field of education.

We are a high-growth, outcomes-oriented organization, with a \$119 million budget and close to 1,200 staff. We operate in an entrepreneurial environment, maintain focus on quantitative measures, and are committed to continuous improvement.

Team Overview:

The Recruitment team works to enlist this country's most promising future leaders in the movement to eliminate educational inequity. The team identifies and inspires thousands of potential corps members on college campuses and from multiple career sectors to apply to and join Teach For America. Additionally, the team is responsible for meeting our ambitious goals for the growth and diversity of our corps along racial, ethnic, and socioeconomic lines.

Responsibilities:

Specific project requirements may include, but are not limited to:

- Regularly collecting and entering data that will inform the campaign
- Conducting Teach For America class and student organization announcements throughout the year
- Managing and executing a high-visibility publicity campaign to ensure Teach For America maintains a strong presence on campus, which may include hanging posters and flyers; tabling in high-traffic areas; executing effective e-mail campaigns; and securing media coverage in campus publications, on websites, and on campus radio stations
- Identifying and reaching out to top students on campus throughout the year, including students of diverse backgrounds and majors
- Networking with professors and student organizations to secure Teach For America presentations in classes and meetings
- Planning and executing highly-attended events on campus such as information sessions and alumni panels
- Assuming responsibility for the success of the campaign on your campus by preparing for and actively participating in weekly team meetings with Teach For America staff

Education and Experience:

Applicants for the campus campaign coordinator position must be undergraduate students during the 2010-2011 school year

Knowledge, Skills, and Abilities:

Strong organizational skills

Eagerness to work behind the scenes to support ambitious goals

Record of achievement in academics, leadership, and/or employment

High level of initiative and personal responsibility

Compensation:

Campus campaign coordinators will be paid hourly at the state minimum wage. The number of hours of work per week ranges from 4-12 hours, depending on the school. Approximate dates of employment are August 1, 2010 - Spring 2011. Precise start and end dates as well as the number of hours of work per week are determined by the recruitment director. High-performing CCCs may work through the end of May, 2011.

Date of Availability:

Hiring now for the 2010-2011 academic year.

Apply Now:

To apply for the campus campaign coordinator opportunity, or if you have questions, please reach out to the hiring manager for your school-Will Nash (will.nash@teachforamerica.org). The application deadline is April 4th although this timeline may be flexible for different schools. Contact the hiring manager for more information.

In order to apply, you will be asked to submit the following information:

1. Your résumé
2. A copy of your transcript (can be official or unofficial)
3. Two references, including each one's current e-mail address and phone number
4. An application document (provided to you by the hiring manager for your school)