



Education  
Strategy  
Group

## Senior Associate – Postsecondary Transitions

At Education Strategy Group (ESG), we aim to open doors to economic opportunity for all individuals. We support districts, states, national organizations, and foundations committed to dramatically improving the capacity and performance of the U.S. education system to prepare students for workforce success. Our staff bring deep experience leading policy development, advocacy, and implementation in the K-12, postsecondary, and workforce sectors. We offer a flexible work environment to stay engaged with education leaders nationally and to enable our staff to work where they have built their lives.

### Position

The Senior Associate will play an integral role in designing and executing projects to facilitate seamless transitions for students from high school into postsecondary education and training. This position requires a proven track record of success in supporting postsecondary transitions work at a state or regional level. The Senior Associate will have strong analytic and facilitation skills and the ability to collaborate with a wide range of stakeholders, including leaders from school districts, higher education institutions, state education agencies, industry associations, advocacy groups, national education organizations, and foundations.

### Duties and Responsibilities

The Senior Associate's primary duties and responsibilities include: (1) leading the execution of key projects, including managing work plans, consultants, and budgets; (2) deploying high-quality, technical assistance to our clients; (3) supporting development of in-state and cross-state convenings of policymakers and practitioners to strengthen alignment between K-12 and higher education; (4) authoring and assisting in publishing blogs, briefs, reports, tools, and other documents for policymakers; and (5) maintaining relationships with partners, clients, and national experts.

### Qualifications

The ideal candidate will have the following:

- A master's degree in public policy, education policy, or related fields, plus four years of professional experience working to strengthen postsecondary preparation and transitions.
- Knowledge of educational efforts to align K-12 and higher education systems for student success.
- Strong research, data analysis, project management, and facilitation skills.
- Experience designing and delivering technical assistance and/or facilitating strategic conversations among K-12 and postsecondary education leaders.
- Demonstrated ability to prioritize work and manage time across projects to meet deadlines.
- Well-rounded interpersonal skill set, with the presence and capacity to build relationships and work effectively in teams and individually, and the maturity work in a virtual environment.
- Ability to travel to support projects as needed.

### Location

Education Strategy Group's home base is in Washington, DC, and we have staff located in cities across the country. Our flexible work environment enables our professionals to live and work in locations where they can be most productive—both professionally and personally.

### How to Apply

Please submit your current resume, cover letter discussing your experience pertinent to the position, and a writing sample of no more than 500 words to [rreyna@edstrategy.org](mailto:rreyna@edstrategy.org). **Applications are due June 18.** For more information about Education Strategy Group, visit [www.edstrategy.org](http://www.edstrategy.org).

*ESG is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.*