



As a backbone, collective impact organization devoted to educational achievement, StrivePartnership optimizes Greater Cincinnati's urban education ecosystem to ensure that it cultivates every child from cradle to career. Essential to this objective are two teams: an Operations Team of specialists in technical areas who work with organizations and leaders within the ecosystem to help them achieve transformative, sustainable outcomes on behalf of children; and a Field Team of professionals who engage with stakeholders across the ecosystem to assess their capacity to drive impact.

The Director of Operations works with the Executive Director to manage the interaction between the members of these two teams to ensure that StrivePartnership meets the objectives of its interventions, leading to progress on key educational outcomes. The position serves as a close associate to the Executive Director, closely monitoring specific initiatives to ensure they are being carried out effectively and on-time, while assessing the performance of team members and facilitating their individual and collective work products. The Director of Operations oversees the core operational functions of the organizations, including budget and grants management, annual goal-setting, oversight of consultants and contracts, and staff performance evaluations.

The Director of Operations possesses strong project management and team facilitation skills; has extensive experience as an administrator in a complex organizational setting; uses data analytics as a critical driver of strategic decision-making; works collaboratively with StrivePartnership staff members to develop team projects and evoke shared responsibility for them; builds trusting and cooperative relations with school districts, educational institutions and other key partners; and effectively communicates StrivePartnership's priorities, goals, and strategies to a variety of stakeholders.

In this role, the major responsibilities of the position include:

- Lead efforts to define and design strategic interventions that drive stakeholders in the urban education ecosystem to achieve StrivePartnership outcomes.
- Oversee and track progress of StrivePartnership's implementation plans.
- Manage core internal operations functions, including budget, annual goal-setting, grants and contracts, managing consultants and staff performance evaluations.
- Identify and coordinate professional development opportunities for staff that align with individual staff development plans and overall team needs.

This position requires knowledge and skills normally acquired through completion of a Bachelor's or Master's degree in education, business, communications or related fields. Also requires a minimum of seven years experience in a role related to administration, project management or organizational development, with at least three-years experience as a senior administrator. Experienced engaging with educational policy, education systems, and/or community-based education program. Certification in project management desired.

This is a full-time position working in downtown Cincinnati. KnowledgeWorks offers a comprehensive benefits package (medical, dental, life, short & long term disability), a generous personal time-off package (including the week between Christmas and New Year's) and a 401(k) retirement plan.

KnowledgeWorks is an Ohio-based non-profit social enterprise that works to foster meaningful personalized learning that enables every student to thrive in college, career and civic life. KnowledgeWorks works on the ground with schools and communities through a portfolio of innovative education approaches, helps state and federal leaders establish policy conditions necessary to prepare all students for success, and provides national thought leadership around the future of learning.

Be part of a team that is focused on changing the world by changing how education is delivered. For more information, or to apply for this position, please visit the full description at <https://knowledgeworks.csod.com/ats/careersite/JobDetails.aspx?id=29>