



Position Title: New Jersey Impact Lead

Reports to: Chief Program Officer

Classification: Part-Time

Direct Reports: Program Facilitator

Location: Camden, New Jersey

Mission/ Vision

[ImmSchools](#) is an immigrant-led nonprofit organization that partners with K-12 educators to transform schools into safe and welcoming spaces for undocumented students and families. We envision a just and equitable education system where immigrant and undocumented students and families thrive. To learn more about our why and what we do, **please review our [one-pager](#).**

Vision

We envision a just and equitable education system where immigrant and undocumented students and families thrive.

Summary

We're a young start-up looking for experienced, mission-aligned Impact Lead to help us increase access to resources and safe spaces in order for undocumented students and families to reach their fullest potential. Because we are deeply committed to ensuring our team is composed of those directly impacted by the intersection of immigration and education, those with immigrant lived experiences are ideal to help us move our mission forward.

Expectations:

- Work closely with ImmSchools Chief Program Officer in the management and execution of regional programmatic contract expectations
- Manage school and district partner relations and program logistics.
- Implement ImmSchools' national program model and tailor workshop curriculum to meet geographic region and participating audience needs.
- Complete basic data entry and administrative tasks after each session including the incorporation of feedback and recommendations from ImmSchools national team.
- Support in other activities as needed.

The Day to Day Competencies of the Role

- Operate with love first.
- Be yourself. Be authentic.
- Have genuine care about people; always available and ready to help.
- Problem-solver — you handle issues promptly and appropriately.
- You take pride in meeting goals, expectations and reaching excellence at work.
- Manage all kinds and classes of people equitably.



- Adheres to an appropriate (for the setting) and effective set of core values and beliefs during both good and bad times.
- Stay cool under pressure and stay the course in times of difficulty.
- You can be counted on to hold things together during tough times.
- You have the ability to explore alternatives, disrupt traditional systems and approaches toward finding solutions.

Requirements and Qualifications

- Effective oral and written communication skills
- Strong project management and tracking data skills
- Effective and efficient multitasking skills
- 5- 10 year of professional/ personal experience of working with Immigrant and undocumented communities
- Bi- or Multilingual (Examples: Spanish, Bengali, Haitian Creole, French, etc.) preferred
- Former or current teaching or school staff experience preferred

What We Offer

- An environment that values your work
- An inclusive decision-making model
- Opportunity to shape the future of immigration and education
- Flexible work schedule

Apply:

- STEP ONE: Fill out our INTAKE FORM [HERE](#) by July 15th, 2020
- STEP TWO: Send your resume to admin@immschools.org with the subject line "NJ Impact Lead"
 - Please include a few lines about yourself and an example of work you're proud of (this could be a portfolio, website, presentation deck, video, or anything else).

ImmSchools is an equal opportunity employer and strongly encourages people of color, women, and LGBTQ applicants to apply. We will consider for employment qualified applicants with arrest and conviction records. Given the nature of our work, we prioritize candidates with immigrant lived experience. **All applicants will be considered but ONLY** those selected for an interview will be contacted.