



JOB TITLE: NETWORK FACILITATOR

(Community Engagement – Grant Funded)

Supervisor: Director, Partnerships and Community Engagement

About Summit Education Initiative:

Summit Education Initiative is a backbone organization with the mission to increase personal and regional prosperity through educational attainment. We envision a future where all students are prepared for success on a chosen path. We share data and evidence that unite diverse community partners to take actions that improve outcomes and transform systems. We provide guidance, organize meetings, and track progress while using data to understand what works. Our Collaborative Action Networks are groups that join forces to solve specific community problems. Together, we drive real and lasting change in the community.

Position Summary:

The Network Facilitator plays a pivotal role in the Summit County Youth Coalition (SCYC) program and is responsible for overseeing and supporting students, designing curriculum, cultivating community partnerships, and generating impact reports. This role is essential in ensuring the success and sustainability of the program, as well as in elevating student voices and fostering meaningful change in education.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provide guidance, mentorship, and support to student participants in the SCYC leadership program.
- Collaborate with students to co-design program activities and initiatives.
- Design and develop a comprehensive leadership training curriculum for SCYC participants, focusing on advocacy, research, and community engagement.
- Adapt curriculum as needed to address emerging needs and priorities of student leaders.
- Establish and maintain partnerships with community agencies, organizations, and educational institutions to provide training, resources, and experiential learning for SCYC students.
- Develop and implement an impact assessment framework to measure the program's effectiveness in elevating student voices and driving positive changes in education.
- Generate regular impact reports, summarizing key findings, insights, and recommendations based on program outcomes and student achievements.
- Engage with program stakeholders, including Akron Public Schools, community partners, and students' families, to build support for the SCYC program and its objectives.

Salary: \$60,000

SUPERVISORY RESPONSIBILITIES:

None.

QUALIFICATIONS:

- Experience in curriculum development and program planning for youth leadership and advocacy programs.
- Strong interpersonal and communication skills, with the ability to effectively engage with students, community partners, and stakeholders.
- Proficiency in data collection and analysis, with a focus on impact assessment and reporting.
- Demonstrated commitment to youth empowerment, education, and community engagement.
- Strong organizational skills and attention to detail.
- Ability to work independently and as part of a collaborative team.
- Knowledge of the local education landscape and community resources is a plus.

EDUCATION and/or EXPERIENCE:

Bachelor's degree (B.A. / B.S.) in Education or related field. Minimum of 3 to 5 years of experience in community engagement and facilitation, or equivalent combination of education and experience.

LANGUAGE SKILLS:

Ability to develop reports and communicate verbally and with written documentation. Knowledge and experience leading and facilitating diverse teams and groups. Proven interpersonal skills; ability to maintain effective relationships with community partners and staff.

MATHEMATICAL SKILLS:

Ability to communicate the results of data analyses to community teams and collective action networks to advance the work.

REASONING ABILITY:

Ability to define issues and problems, summarize facts, and arrive at valid conclusions. Ability to analyze situations, make decisions, and provide direction to address challenges. Ability to utilize evaluation data to improve or correct services.

OTHER SKILLS and ABILITIES:

Must have excellent organizational, listening, and analytical skills. Must be able to communicate with a wide variety of audiences. Must be able to handle multiple

responsibilities and answer to a variety of audiences at one time. Commitment to using systems thinking and facilitation skills to drive systemic improvement and equity. Understanding of continuous improvement processes and their use in supporting systemic change.

ADDITIONAL INFORMATION:

Ability to manage multiple priorities and complex tasks concurrently with tight deadlines. A genuine commitment to engaging schools, community partners, and families to support student success and equitable outcomes from cradle to career. Strong cultural and political awareness of the Akron and Summit County, Ohio community.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is regularly required to talk and listen. The employee frequently is required to walk, stand, and sit; use hands to type on the computer and use the telephone/fax/copier; travel to various locations by car; ascend/descent steps at various sites. The employee is occasionally required to reach with hands and arms; carry items; stoop, kneel and crouch; is exposed to various temperatures in offices, schools, and organizations; travels to meetings outside of the office. Specific vision abilities required by this position are ability to adjust focus, close and distance vision. Must have mobility to travel to and from sites for meetings and conferences.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Works in an office environment, moderately quiet, with increased volume during meetings and conferences. Must be able to travel as required in all kinds of weather conditions.

GENERAL EXPECTATIONS:

Responsible to work cooperatively and effectively with members of the public, other employees, community businesses and service providers; responsible for accurate and timely record keeping and reports as required; responsible to drive a motor vehicle with a valid Ohio operator's license as required by the position; and may be required to travel, both within, and outside of the community. Responsible to attend meetings, in-services and training programs as related to the position held.



EMPLOYMENT AT WILL:

It is understood that the employment relationship with SEI shall be At Will employment, and that this position serves at the discretion of SEI, its Executive Director and its Board of Directors.

SEI is proud to be an Equal Employment Opportunity and Affirmative Action employer. We celebrate diversity and do not discriminate based on race, religion, color, national origin, sex, sexual orientation, age, veteran status, disability status, or any other applicable characteristics protected by law.