



Regional Director, South Sound

COMPANY SUMMARY:

Junior Achievement: Empowering young people to own their economic success®

Junior Achievement of Washington's purpose is to inspire and prepare young people to succeed in a global economy. Junior Achievement of Washington reaches over 75,000 students annually in relevant, hands-on learning experiences that teach young people to manage their money, plan for their economic future, own their own businesses, and develop readiness for careers or college.

Junior Achievement of Washington associates are known for their passion for the mission that brings together business and education to work with students in kindergarten through high school, so they are empowered to own their economic success. Members of the team interact with community leaders who support Junior Achievement of Washington with their time, treasure, and talent. Junior Achievement of Washington offers a collaborative, inclusive work environment and the opportunity to impact the lives of young people in our community.

POSITION CONCEPT: The Regional Director is the business development representative and program manager for the South Sound. The Regional Director manages and oversees the overall operation of Junior Achievement of Washington programs and activities within that region. This position provides leadership to Junior Achievement of Washington's development function to secure revenue and strengthen our work throughout the South Sound, Tacoma and surrounding areas. This position is based at our JA World facility in Auburn, Washington. This position is part of the statewide Development team and reports to the Senior Vice President of Development.

Primary Responsibilities:

Fundraising

- ▲ Meet or exceed annual regional revenue goals and manage program funding and community support for Junior Achievement in the South Sound, Tacoma, and surrounding areas.
- ▲ Lead and manage the South Sound Board of Directors (BOD) to achieve the resource generation goals within the Region.
- ▲ Secure new donors for program and operating support to ensure attainment of annual revenue goals
- ▲ Utilize donor database management system to track all donor interaction and fundraising activity
- ▲ Create and manage annual fundraising events, including Bowling Classic and others that apply to region

Regional Board Management

- ▲ Motivate and provide professional support to South Sound BOD
- ▲ Meet annual goals on new board member recruitment (number goal, diversity, industry)
- ▲ Assist in recruiting and training board leadership
- ▲ Lead the board to secure resources and spur program growth to align with meeting 100% of program demand
- ▲ Conduct four board meetings annually and serve as lead for all meeting logistics
- ▲ Work with Junior Achievement of Washington President/CEO and Regional Board Chair to develop strategic initiatives that will fully engage the board and community leaders.

Community Engagement & Brand Championing

- ▲ Drive specific marketing initiatives to create greater awareness for Junior Achievement in the South Sound
- ▲ Develop new and innovate ways to grow the program each year with an emphasis on delivering a top-quality education program

Quality and Service

- ▲ Track, manage, assist and respond to supporters, volunteers, board members and staff members in a timely, professional manner
- ▲ Maintain effective school/volunteer relationships to ensure top quality programs are being delivered in every JA classroom

Program Goals and Management

- ▲ Support and manage all aspects of Junior Achievement program operations to achieve annual program goals
- ▲ Cultivate programs with new schools and increase classes in existing schools
- ▲ Leverage accounts (board, companies, Rotary, PTA etc.) to recruit volunteers to deliver programs
- ▲ Develop Liaisons within schools to coordinate JA programs
- ▲ Maintain program mix goals as determined by Junior Achievement of Washington
- ▲ Support program staff to train teachers and volunteers as needed
- ▲ Maintain effective school/volunteer relationships to ensure top quality programs are being taught in every JA classroom

Qualifications

- ▲ Five years' experience in development, financial education or business development
- ▲ Knowledge of South Sound, Tacoma and surrounding communities
- ▲ Strong interpersonal skills
- ▲ Self-motivated
- ▲ Competitive
- ▲ Mastery in full range of MS Office software
- ▲ Experience in education and staff management

PHYSICAL REQUIREMENTS: The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to: sit, walk, occasionally required to reach with hands and arms, continually required to talk or hear, occasionally required to bend, lift, or climb, frequently required to lift and carry light weights (25-50 pounds), and specific vision abilities include: close vision, distance vision, and ability to adjust or focus.