Position Title: Early Childhood Education Policy Director

About Children First
Children First, is a growing, dynamic child advocacy organization focused on improving the lives of children by building support to improve local, state and/or federal policies through bipartisan advocacy that can promote racial and economic equity for children as they grow up in southeastern Pennsylvania.

Position Summary
Children First plays a leadership role in setting and advancing local and state policy priorities to create a high quality of system of supports for children under the age of five in Philadelphia and the surrounding Pennsylvania counties. We are seeking to add a leader to our team with a proven track record of effectively leading stakeholder processes and coalitions to effect public will to improve public policy.

Key Duties:
• Lead the development and implementation of advocacy strategies to advance state and local policy priorities that meet the needs of infants, toddlers, and pre-school aged children by developing messaging documents, recruiting community leaders to participate in our advocacy, and creating and expanding broad based coalitions.
• Mobilize people in Children First’s early childhood networks and parents/caregivers to shape health policy through civic engagement
• Communicate with key policymakers about early childhood priorities
• Monitor trends and collect and analyze data on early childhood policy in order to identify unmet needs and persistent challenges, and establish priority issues
• Write and execute plans for dissemination of compelling reports that advance our early childhood policy goals
• Supervise the early childhood team including the Racial Equity Coordinator, Provider Council Coordinator, and Advocacy Associate

Qualifications, Education, Experience & Skills:
• Knowledge of major PA state early childhood policy issues including Keystone Stars, Pre-K affordability and access, wages in the childcare sector, paid family leave, and racial equity
• Experience understanding and advancing legislative goals and leading coalitions
• Ability to organize, mobilize and facilitate widespread community participation
• Proficiency in data analysis associated with health statistics, demographic analysis and related data-related research
• Advanced written and oral communication skills
• At least three years management experience with supervisory responsibilities
• Experience using social media tools to boost advocacy impact
• Strong desire to lead the early childhood team with a spirit of collaboration and empowering your team to help achieve team goals

**Important Skills:**
• Ability to work independently and with others in a hybrid work environment
• Works well under pressure while prioritizing and managing multiple projects
• Detail oriented with the ability to collect, interpret, and simplify large datasets
• Very strong written and oral communication skills
• Ability to travel to communities across the region - must have driver’s license and access to a reliable vehicle
• Proficient in excel, word, google and social media platforms

**Reports To:** Executive Director

**Salary:** Between $100,000-110,000 depending on experience

**Apply:** Resume and cover letter to info@childrenfirstpa.org.