



Where Minnesota School Boards Learn to Lead

The Minnesota School Boards Association (MSBA):

Join MSBA's Team, *Where School Boards Learn to Lead*. MSBA is a private, nonprofit organization that is a leading advocate for public education and is dedicated to supporting, promoting, and strengthening the work of public school boards.

Position:

Associate Director of Strategic Planning and Board Leadership

Description:

The Associate Director of Strategic Planning and Board Leadership will work with the Director of Strategic Planning and Board Leadership to:

- Facilitate the strategic planning process for school districts.
- Facilitate the self-evaluation and assessment for school boards.
- Help school districts in the areas of strategic planning, board leadership including board/superintendent relations, board self-evaluation and assessment, and other related programs and services.
- Support services and programs in the areas of school board/superintendent relations and school board governance.
- Present at conferences, workshops, and in-district meetings.

Qualifications:

- Strong interpersonal and communication skills.
- Demonstrated presentation, project management, and time management skills.
- Proficiency in Microsoft Office programs including Word, Excel, and PowerPoint, and virtual meeting platforms and survey software.
- Experience in, or knowledge of, public education, strategic planning, and board governance is desirable.

Location and Hours:

This is a full-time position, which requires many evening and occasional weekend hours. The work is conducted in-district, remotely, and in MSBA's office located in St. Peter, MN.

Salary and Benefits:

\$60,000 and up, dependent on qualifications, plus a generous benefits package.

Application deadline and process:

Open until filled. Initial consideration given to applications received by **Monday, November 8, 2021.**

Interested candidates must submit the following:

- Cover letter
- Current resume
- One current letter of recommendation
- Three professional references

Send materials to:

Amy Taylor
1900 W. Jefferson Ave
St. Peter, MN 56082
or
ataylor@mnmsba.org

Anticipated Start Date:

January 3, 2022

Please direct questions to Amy Taylor (ataylor@mnmsba.org,
ph: 507-934-8140, fax: 507-931-151). Website: www.mnmsba.org

MSBA is an equal opportunity employer