



JOIN THE RECRUITMENT TEAM

If you believe more leaders are needed to drive systemic change in the fight for educational equality, then the recruitment team is for you.

Teach For America's Recruitment Team (RT) is charged to recruit an outstanding and diverse corps of leaders to expand opportunity and access for all children, fueling the broader movement towards educational equity across our 51 placement regions. In this pursuit, the Recruitment Team engages with leaders across college campuses and professional career sectors to discuss the challenges of educational inequity in the USA and recruit promising leaders to choose the corps as a means of expanding opportunities for kids while building a long-term commitment to educational equity. The team identifies and inspires thousands of potential corps members on college campuses and from multiple career sectors to apply to and join Teach For America—fueling the political, social, and economic future of this country.

Recruitment Associate (RA) Recruitment Associates (RAs) work behind the scenes to collaborate with Recruitment Managers' (RMs) efforts to grow and strengthen the movement for educational equity by compelling top leaders to join the Teach For America corps. As a Recruitment Associate, you will build and execute strategies to identify and initiate communication with a broad network to build a large, diverse, and talented corps. Recruitment Associates will support the Recruitment Team's undeniably consequential work, fueling TFA's Theory of Change and broader movement for social equity in the nation. Aligned with the Recruitment Team's deep conviction around leadership, you will receive extensive training, ongoing coaching, and professional development to innovate and achieve success.

Recruitment Associates are responsible for:

- 'Sourcing' (identify and track) diverse and competitive seniors, juniors, and/or professionals as potential TFA corps applicants by conducting research and using resources on campus and/or professional networks.
- Developing and executing tailored individual communication based on audience (professors, campus faculty, college students, professional candidate, warm leads, cold leads) to plan full days of events and individual meetings for Recruitment Managers and campus visitors such as corps members or alumni.
- Supporting and collaborating with Recruitment Managers to devise and execute strategies to engage potential applicants and drive interest in applying to Teach For America through a variety of channels including planning events, partnering with student organizations, engaging career service offices, and creating marketing campaigns to reach large audiences.

A strong RA candidate:

- Embodies a deep conviction around our mission to find, develop, and support a diverse network of leaders who expand opportunity for children from classrooms, schools, and every sector and field that shapes the broader systems in which schools operate.

- Is oriented around attaining ambitious, reasonable goals (both individual and collective), and has a track record of achievement.
- Has the desire and commitment to working behind-the-scenes and supporting a team. Feels equally satisfied by achieving goals both collaboratively and independently.
- Demonstrates extremely strong organizational skills, including detail-orientation, and is able to organize, prioritize, track and manage workflow/resources. Has the ability to strategically manage multiple projects in a deadline- driven environment.
- Strategically thinks, plans, and problem-solves. Can analyze multiple pieces of data and draw strong conclusions to impact strategy.

RA's spend their time...
<ul style="list-style-type: none"> • <i>Planning and executing campaign to build strong and diverse pipeline of TFA corps prospects</i> • <i>Planning and sending initial communication with potential corps candidates, compelling them to engage with an RM (email, LinkedIn, etc)</i> • <i>Creating and maintaining systems for personal and team organization, prioritization, and execution of key campaign work streams.</i> • <i>Planning and executing TFA marketing and brand awareness strategy</i> • <i>Collaborating with recruitment teammates, especially partnering with RM, on campaign strategy and execution.</i> • <i>Analyzing recruitment campaign data, and using it as a foundation for strategic decision-making and addressing opportunities and solve problems.</i> • <i>Evaluating corps applications and interviewing candidates.</i>

Application Steps	Key Actions	Key Dates
Initial Application ✓ Resume Upload ✓ Reference Submission ✓ Location Preferences ✓ Short Answer Responses	Application Open	January 13, 2020
	Application Deadline	February 21, 2020
	Initial Application Status Update/Skills Activity Assignment	March 11, 2020
RA Skills Activity ✓ Recruitment Strategy Exercise ✓ Writing Exercise	Skills Activity Status Update / Interview Invitation	April 8, 2020
RA Final Interview – Virtual ✓ Personal Interview with RT Leadership	Interview Window (virtual interview)	April 13-24, 2020
	Interview Decision Update / RA Offer	May 13, 2020
	Begin Role as RA	July 2020

Commitment to Our People:

We bring incredible leaders onto our team, challenge and support them to achieve ambitious goals—and reward them when they do. We provide all new hires with four full weeks of initial training, managers who are talented coaches, and a robust ecosystem of data analytics, strategy research, technology, and other resources to leverage in their campaigns. We are an outcomes-driven team with clear measures of success, performance management systems, and rapid promotion opportunities for people who excel in their work.

Access the job description and application at: www.teachforamerica.org/careers



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