CALIFORNIA RURAL LEGAL ASSISTANCE INC.
JOB DESCRIPTION

Program Director, Rural Education Equity Program

The Rural Education Equity Program (REEP) is focused on targeted, outcome-oriented advocacy to reduce education disparities for low-income, immigrant, communities of color living, and other vulnerable communities in rural areas of California by engaging in direct representation of individuals and groups, developing and implementing outreach and education strategies, and responding to legislative requests and participating in public rulemaking that has an impact on education in rural communities. The REEP is led by a Program Director (PD) with a strong command of education and civil rights law and a demonstrated understanding of how education deficits adversely affect vulnerable communities in rural areas. Working under the supervision and guidance of the assigned Director of Litigation Advocacy & Training and the Deputy Director of Programs and New Initiatives, and in alignment with the mission of CRLA and CRLA’s Core Expectation for Programs, the PD will provide oversight, direction, coordination, support and monitoring of CRLA education advocacy focusing on reducing education disparities and ensuring that priority area outcomes are met. The PD will also provide oversight, direction, management, and monitoring of local advocacy efforts.

Responsibilities:

- In conjunction with the assigned Director of Litigation, Advocacy and Training for Education, and the Deputy Director of Programs and New Initiatives, develop the REEP goals, objectives and outcomes and annual work plan designed to reduce and ultimately eliminate education disparities for vulnerable populations in rural areas with special emphasis on limited English proficient students, students of color, immigrants, migrant students and the educational rights of students referred to the juvenile justice system.
- Coordinate, monitor and evaluate advocacy strategies and projects, including litigation, that advance CRLA advocacy towards reaching identified the REEP outcomes related to eliminating education disparities in rural communities.
- Collaborate with the Deputy Directors, Regional Directors, and Directors of Litigation, Advocacy and Training (DLATs), to ensure new substantive legal knowledge, advocacy strategies and grant supported projects are successfully executed, completed and implemented throughout the organization.
- Conduct trainings and professional development activities for CRLA advocates related to skills, legal knowledge and related advocacy strategies that will advance work towards identified outcomes.
- Oversee and develop related outreach and education for action materials in collaboration with the Director of Community Workers, the Deputy Directors, Regional Directors, DLATs, and other senior directors as appropriate.
- Lead select advocacy projects and conduct, co-counsel and supervise legal case work in CRLA offices that have potential for replication, organizational learning and significant impact on client communities and client groups.
• Work in collaboration with the Administrative Director for Technology and Other Services, Development Department, Deputy Directors and Regional Directors and assigned Director of Litigation Advocacy & Training to ensure oversight, monitoring, and review of direct education assistance in local offices and within regions.
• Assist with fundraising efforts for the REEP growth and development.
• Coordinate and support CRLA partnerships with statewide or national education advocacy organizations.
• Supervise project staff as assigned.
• Collaborate with Directing Attorneys, Regional Directors, DLATs, and DDs, as appropriate to manage and provide oversight of local or regional advocacy projects, including work in connection with CRLA’s School to Nowhere Task Force. Attend state and national conferences and convenings to elevate CRLA REEP efforts.

Qualifications
• JD with Bar Admission in California required, additional education or training related to education theory and practice a plus
• Working knowledge of the state and federal laws regarding school discipline, language access, migrant education, juvenile justice and funding of special needs programs in public schools
• Experience working in community-based settings with low-income families, plus experience with Limited English proficient and migrant populations.
• Demonstrated ability to manage, supervise and coordinate Experience with professional teams and legal work.
• Ability to establish rapport and trust with a diverse set of professional teams, partners, and institutional leaders.
• Ability to manage multiple tasks, projects and demands in a timely and professional manner.
• Fluency in Spanish preferred.

SUPERVISOR: Director of Litigation Advocacy & Training and Deputy Director of Programs and New Initiatives

SUPERVISES: Project staff assigned

SALARY: $46,700.00 ($42,000.00, plus $4,700.00 management bonus) to $75,600.00 ($67,500.00, plus $8,100.00 management bonus)

Applications: Please send cover letter and resume to hr@crla.org; attachments in Word only, or copy and paste cover letter and resume onto body of e-mail. Include “Program Director of REEP” in subject line of e-mail.

WOMEN AND MINORITIES ARE ENCOURAGED TO APPLY.
CRLA IS AN EQUAL OPPORTUNITY EMPLOYER.