

Position: Outreach & Advocacy Specialist

Agency: Nevada Afterschool Network (NAN), Nevada Institute for Children's Research and Policy (NICRP), UNLV School of Public Health

Schedule: Part-Time or Full-time; September 1, 2022 to June 30, 2023

Pay: Negotiable, DOE

Description

The Nevada Institute for Children's Research & Policy (NICRP) and Nevada Afterschool Network (NAN) are looking for an Outreach and Advocacy Specialist to focus on Nevada out-of-school time (OST) programs by working with key partners to develop, lead, coordinate, and drive collaboration and advocacy initiatives. This is a temporary, grant-funded position.

Tasks of this position may include:

- Strengthen and broaden NAN statewide to include a broad base of school leaders and personnel, community leaders, businesses, elected officials, and other partnerships in support of children and youth's needs in the early childhood and afterschool/OST fields.
 - This includes direct outreach to decision-makers within Nevada school districts.
- Conduct policy and field research as needed to support the development of the network's initiatives, including legislation, state budget requests, school-community partnership initiatives, etc.
- Oversee the organization of grassroots support for legislation and other policy initiatives.
- Conduct presentations and other outreach activities to diverse audiences to support NAN's priorities and initiatives.

Skill Areas & Abilities

- Strong people skills and an ability to relate to diverse groups and individuals.
- Advocacy, relationship-building, and education of community members and public officials.
- Working collaboratively with project partners to address existing project requirements.
- A strong work ethic, self-motivation, and dedication to system change to benefit children and youth are very important.

Minimum Qualifications:

- Experience working as an administrator in a Nevada school district.
- Ability to use current versions of word processing, spreadsheet, presentation and publishing software applications.
- Travel may be required post-COVID throughout Nevada for meetings or nationally for conference.
- Must have valid NV driver's license and current auto insurance.

Preferred Qualifications:

- Preferred experience includes experience in the area of policy development, afterschool programming, education, early childhood, and/or coalition building.
- Background in youth development, education, or out-of-school time
- Project and grant management experience.
- Familiarity working with Nevada programs, agencies, school districts, elected officials, etc.

Work Environment

These positions are open to any individual residing within the state of Nevada; relocation to Las Vegas *is not* required. These position offers flexible scheduling, the potential for a hybrid work environment, professional development, tuition assistance (at UNLV),* and health care benefits*. The work environment is mostly indoors and climate controlled with moderate noise levels as found in office settings. Occasional attendance at outreach events or meetings around the community can include both indoor and outdoor settings.

**Benefits available with full-time employment.*

Commitment to Diversity

NICRP and NAN are deeply committed to the principles of equity, diversity, and inclusiveness. We encourage first generation college students, racial/ethnic minorities, sexual and gender minorities, and bilingual persons to apply.

To Apply

Please email a cover letter and resume to:

M. Amaris Knight, PhD MEd
Nevada Institute for Children's Research and Policy
Nevada Afterschool Network
Email: m.amaris.knight@unlv.edu
Phone: 702-895-1040