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## Principal Associate

### Job Description

The ideal Education Resource Strategies Principal Associate is a results oriented professional with experience in strategic consulting, data driven decision making or quantitative analysis. We expect Principal Associates bring a strong skillset, including proven analytic skills, project management, and the strong desire to interpret data and think strategically in order to effectively partner with education leaders to help them effectively reallocate resources.

An ERS Principal Associate typically works on one or two projects at a time. The typical engagement usually runs for most of the school year, and our client is most often the Superintendent and his or her direct staff. While all client engagements are unique, most engagements require intensive data collection, analysis, as well working with the client to understand the implications of the work and to develop leveraged strategies and solutions to address the highest impact implications. The Principal Associate will be responsible for leading the analysis, including supervising one or two analysts, summarizing conclusions from the data, and developing client presentations and reports. Depending on the size and complexity of the project the Principal Associate may also be responsible for managing the day-to-day project needs, reporting to the Project Director. ERS's inclusive and collaborative approach to project teams ensures that Principal Associates will have the unique opportunity to develop strong relationships with and serve as a thought partner to district leaders. All ERS staff members are expected to participate in the ERS' internal and external knowledge management through practice area development, writing articles for publication, and supporting the development of client decision-making tools.

### Responsibilities:

- Actively participating as a member of ERS project teams, and supervising one or more analysts
- Leading well defined sections of project work, including:
  - Actively contributing to the design of the analysis, and owning pieces of work from start to finish
  - Overseeing data processing and analytics
  - Drawing implications and conclusions from analyses, owning narrative creation
  - Planning, executing and communicating results with limited supervision
  - Producing client ready documents and presentations
  - Developing and managing the project work plan
- Develop tools, products, and papers for publication and dissemination
- Participation in client meetings and presentations. Principal Associates are expected to develop strong relationship with and serve as a thought partner to district leaders.
- Some travel is required, usually averaging one overnight trip per month

This position is a unique opportunity for an experienced professional to utilize their consulting skills in a growing, collaborative organization that is driving transformational change in public education. ERS has a strong professional learning community. As such, we place teamwork, initiative, and a desire to learn and grow at a premium.

### Qualifications:

- Masters degree (MBA, MPP, MPA, or Education) required
- Experience in strategic consulting, quantitative analysis or other comparable management field with a strong emphasis on strategy and analytics
- Project management experience; strong management, leadership, and relationship-building skills
- Critical thinking skills; proven quantitative, strategic, and analytic capability

- Excellent oral and written communication skills, including the ability to synthesize complex material and effectively communicate ERS' mission and impact to our target audience
- Strong knowledge of Microsoft Office Suite: Outlook, Excel, PowerPoint, and Word required. Microsoft Access and SQL preferred
- Broad understanding of and willingness to stay abreast of new research in the education sector
- Ability to work independently and cooperatively as part of a growing, mission-driven team
- Superior organizational skills, interpersonal skills, flexibility, and the ability to prioritize and handle multiple deadline-driven tasks effectively and efficiently
- Commitment to ERS Values: Impact, Teamwork, Candor, Learning, Work-Life Balance, and Service
- Demonstrated passion for and commitment to ERS' mission exemplified through work experience, leadership opportunities, or community involvement; experience in education reform a plus, but a passion for improving urban education systems is required

### About Education Resource Strategies

Education Resource Strategies (ERS) is a non-profit strategy consulting firm dedicated to transforming how urban school systems organize resources- people, time, technology, and money- so that every school succeeds for every student.

ERS is the only organization with nearly 10 years of experience working with the largest urban school systems in the country on strategic resource allocation. We have worked hand-in-hand with more than 20 school systems nationwide, including 16 of the 100 largest urban districts, on topics such as teacher compensation and career path, funding equity, school design, central office support, and budget development. We also share research and practical tools based on our extensive dataset, and we collaborate with others to create the conditions for change in education.

In all of our work, we focus on the larger picture—how resources work together to create high-performing systems. Our non-profit status enables a different kind of partnership with districts and states: one where we participate in the transformation struggle, create insights together, and share lessons with others. Please visit our website to learn more about our work, our impact, our team, and our core values: [www.erstrategies.org](http://www.erstrategies.org).

### Benefits of Working at ERS

- **Opportunity for impact:** ERS works with some of the largest, most influential and innovative districts in the country to truly transform their practices. Your work will change the lives of thousands of students.
- **Entrepreneurial spirit:** As a small organization, we are continuously improving, and we encourage innovative ideas, honest feedback, and constant learning.
- **Collaborative work environment:** We do most of our work in teams. We bring our collective wisdom and expertise to everything we do, often tapping the expertise and leadership of colleagues across the organization.
- **Healthy work/life balance:** We support every member of the ERS team in integrating meaningful work and professional growth with a health personal life throughout his or her career.

### Contact Us

Interested in joining the ERS team? Please submit your resume and thoughtful cover letter to: [careers@erstrategies.org](mailto:careers@erstrategies.org).

***Education Resource Strategies is an Equal Opportunity Employer. We strive to reflect the diverse community we serve. Applicants who contribute to this diversity are strongly encouraged to apply.***