



## **Senior Associate for Membership Services and Diversity**

### **Position Summary**

The Academic Engagement Network (AEN) seeks to add a staff member to serve as Senior Associate for Membership Services and Diversity. The Senior Associate will work closely with the executive director in developing and implementing strategies to extend and deepen the membership. These include conducting outreach to and recruiting new AEN members on existing campuses where AEN has a presence and attracting new members on others; engaging in specialized recruitment activities to include increased younger, female, non-Jewish, and minority faculty; and developing activities seeking alliances between AEN and organizations working on civil rights issues and organizations representing racial and ethnic minorities, immigrants, women, and others. The Senior Associate will also support AEN's efforts to become a more dynamic and vibrant network by facilitating connections among faculty, helping engage network conversations, encouraging projects, building network relations, spreading organizing skills, etc. The strategic goals of the position are growth in membership, increased organizational visibility and strength, increased demographic diversity, and increased network vitality.

The position is to be configured as a full-time position based in the AEN office in Washington DC with an expectation of supported travel to relevant campuses. The holder of the position will report to Ken Waltzer, Executive Director, and to Mike Atkins, Deputy Director. A competitive salary and benefits package is offered. This is an at-will appointment and is subject to budgetary constraints.

### **Education and Experience**

Candidates for this position should have an M.A. degree or Ph.D. in a relevant field. They should also have a visible record of working on campus against BDS and on behalf of academic freedom or free speech. They must be familiar with faculty roles on campus and savvy about campus politics. Experience as a faculty member is highly desirable.

### **Responsibilities**

The Senior Associate for Membership Services and Diversity will:

- Help develop and implement strategies for AEN new member recruitment among targeted constituencies on university and college campuses.
- Help enhance AEN's strength as an organization and dynamic network by helping create working alliances between AEN and diverse constituencies.
- Facilitate interconnections in the AEN network and build relationships through personal contacts and visits to targeted campuses.

- Design and hold relevant on-site local workshops for members, and support efforts to strengthen collegial local networks.
- Participate in and oversee leadership development among members.
- Closely monitor AEN listserve and online community discussion board and social media forums.
- Develop on line course modules that might include videos, mini-lectures, exercises, and interactive tasks aimed at upgrading member knowledge, savvy, and effectiveness.
- Work as integral part of the national staff team in specialized interaction with members, participate in AEN regional and local convenings, short courses, and other AEN initiatives.
- Speak and interact with faculty and relevant organizations on campuses as a representative of AEN; participate in national conference or workshop planning and in these important events.
- Gather data and prepare reports relevant to measuring AEN progress and improvement on designated metrics about membership and membership participation.
- Work with faculty to pursue additional relevant educational opportunities, including relevant travel abroad and study, to enhance faculty knowledge and effectiveness.
- Work with promising minority and female faculty on relevant educational opportunities.
- Selectively recruit for AEN membership advanced graduate students who are completing the Ph.D. and entering relevant fields.

### **To Apply**

Candidates for this position should provide a cover letter detailing interest in and suitability for the position, including relevant professional and scholarly experience, a curriculum vitae, and a substantial writing sample or samples. Please send by Feb. 26, 2018 to Michael Atkins, Deputy Director, at [mike@academicengagement.org](mailto:mike@academicengagement.org).

### **About AEN**

The Academic Engagement Network (AEN) is a national network of university and college faculty and staff on American campuses who seek to counter the Boycott, Divestment and Sanctions (BDS) movement while helping defend academic freedom and freedom of expression in higher education. We believe in robust conversation about Israel and Israel/Palestine in the academy; we also oppose antisemitism, whether of the left or right, when it appears.

AEN has grown quickly from its initial rollout in December 2015 to include more than 520 faculty and staff on 190 campuses in January 2018. As part of its strategic plan, AEN is committed to aggressively growing its membership and becoming the leading faculty organization nationally working on these issues. AEN provides various services including customized research and intelligence, thoughtful guidance, educational seminars and relevant publications, programming grants and other resources, and networking and learning opportunities for members. We are building a vital network of faculty committed to effective action and multidirectional communication including the sharing of best ideas and practices.

For more information, visit [www.academicengagement.org](http://www.academicengagement.org).

The Academic Engagement Network is an equal opportunity employer.