

The Children's Foundation of Mississippi (CFM) is focused on improving the policies and systems that affect the well-being of children in our state. We were founded in 2019 to serve as a convener, facilitator, advocate, and catalyst for positive change. We are seeking an enthusiastic candidate to work hands-on with our Early Childhood Councils (ECCs). The CFM offers annual planning grants to communities that are interested in forming local coalitions to improve early childhood outcomes. To learn more about the CFM ECCs, please visit <https://childrensfoundationms.org/project/early-childhood-councils/>.

Applications will be accepted via email until the end of February 2024. We will begin reaching out for interviews after March 1. Please send your resume and cover letter to info@childrensfoundationms.org with the subject line "Early Childhood Council Sustainability Coordinator Position."

Early Childhood Councils Sustainability Coordinator

- **Responsibilities:**

- Work in concert with established Early Childhood Councils (ECCs) to determine their current community early care and education needs and progress since the initial awarding of ECCs planning grants
- Conduct research to determine potential funding opportunities at the local, regional, and state levels to include both public and private sectors and share information with local ECCs
- Assist in ECCs in developing a strategic funding plan with the ECCs
- Link potential funding opportunities with ECCs
- Assist in identifying potential private-public partnerships to advance the ECCs
- Provide feedback to the community leads on the development of concept papers and subsequent grant-writing
- Work in concert with CFM's Director of Communications to update and disseminate ECC materials, including training and outreach activities
- Communicate the vision and goals in advancing ECCs at both the community and state level to both public and private sectors
- Perform related work, as required

- **Qualifications:**

- Bachelor's degree with a minimum of 3-5 years experience
OR
Master's degree with a minimum of 2 years experience
- Demonstrated track record of successful grant-writing and/or fund-raising experience,
- Planning, convening, and facilitating meetings at the community level
- Knowledge of funding opportunities and willingness to learn

In-state travel is required and some possible out-of-state travel