



Director of Communications

Student-Ready Strategies (SRS) is a consulting and technical assistance organization that supports postsecondary institutions in dismantling inequitable structures. We envision a world in which colleges and universities believe every student can succeed and purposely evolve to ensure they do. We partner, plan, and problem-solve with community colleges, minority-serving institutions, and four-year open-access institutions, as well as the system offices, nonprofits, and foundations that support them. We are focused on rebuilding systems.

In our engagements with institutions, we center students, including their lived experiences and disaggregated data, to identify barriers in postsecondary structures, and add capacity to efforts to address those barriers through policy, strategy, and process. We are experts in designing and delivering effective technical assistance, and in the principles of systems thinking that drive transformational and sustainable change. We work specifically in systems that address:

- Adult learner structures
- Advising
- Communications
- Developmental education reform
- Institutional and state policy
- Multilingual learners of English
- Postsecondary affordability
- Retention
- Strategic and tactical planning
- Student success
- Transfer and articulation

SRS continues to grow - in size, impact, and in our contributions to the thought leadership in the field of higher education and equitable student success. In 2025, SRS will be onboarding multiple institutions to our first-of-its-kind change management platform, and dramatically expanding the available content. To support these needs, SRS is hiring a Director of Communications.

We invite you to apply.





Director of Communications Position Description

The Director of Communications will report to the Vice President of Operations and Partnerships. The selected candidate will develop and deploy a comprehensive organizational communications strategy, serve as primary graphic designer to produce high-quality reports, graphics, and other communication collateral in SRS brand standards, and contribute to the development and design of content in Constellation, SRS's virtual change management platform.

Job Functions

- Develop and coordinate the execution of a comprehensive communication strategy for SRS to bolster overall organizational visibility, thought leadership, and reputation. This includes traditional and social media, SRS publications, conference appearances, and related strategies.
- Update SRS website content on a regular basis, including blogs and other resources
- Contribute to the content development and rollout of Constellation, including:
 - Collaborating on the creation of student success strategy content
 - Creation of videos, visuals, and graphics for use in the platform
 - Development of support materials such as slide decks, web content, FAQ, etc.
- Contribute to the high-touch client work, including, but not limited to:
 - Developing comprehensive communications plans
 - Creating social media toolkits and calendars
 - Designing brand kits
 - Designing slide decks, laying out reports, and creating other associated collateral
- Design, refine, and copy edit final SRS publications and deliverables to maintain adherence to SRS brand standards and quality expectations.
- Other duties as assigned

Qualifications

The most important qualification for this position is a strong commitment to student success and transforming institutional structures and policies. Additionally, this position needs to have a minimum of five years of experience with communications and graphic design with a documented portfolio.

Specific skills that will make a candidate successful in this role include:

- Ability to create graphic designs within existing brand standards
 - Strong writing skills for a variety of content types, from formal reports to social media blurbs, within an already-established organizational voice
 - Attention to fine details and ability to copy edit and refine documents to high standards
 - Experience with video recording, editing, and production
 - Comfort and experience working within digital platforms, such as Wix and Canva, and the ability to quickly learn to work within Constellation.
-



Compensation

The base salary for this position is \$80,000, commensurate with experience. Benefits include health insurance, 401(k) with match, flexible spending account, professional development stipend, health and wellness stipend, annual contribution of up to \$5,000 toward student loan repayment, generous vacation, paid holidays, and family leave, and an annual staff retreat.

Location and Work Environment

This position is remote. The SRS offices are located in Indianapolis, Indiana and Denver, Colorado; however, our team operates from locations across the country and our work environment ensures a strong sense of culture and belonging within a primarily virtual space.

The position requires out-of-state, overnight travel. Travel frequency is based on client and other organizational needs, but is anticipated to be up to five times per year.

To Apply

To apply, please send the following documents to info@studentreadystrategies.com with the subject line "Director of Communications":

- Resume
- Cover letter
- Contact information for three references
- Portfolio with 5-7 examples of communications collateral you have created

The cover letter should describe:

- The specific skills and abilities you will contribute to the work described above
- The reason(s) the role and/or our organization is attractive to you
- Concrete examples of your personal and professional experience with populations marginalized in higher education, like Black, Latiné, Indigenous, poverty-affected, and adult students

Please limit the combined submission to seven (7) pages or less into a single PDF, *excluding the communications portfolio*. The portfolio should be a separate attachment. While applications will be reviewed until the position is filled, priority will be given to those who apply by Friday, February 21.

Student-Ready Strategies provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, ethnicity, religion, age, sex, national origin, disability status, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, lay-off, recall, transfer, leave of absence, compensation, and training.