OFFICE OF CAREER SERVICES

EDUCATION ORGANIZATIONS

Foundations with Education Initiatives

Andrew Mellon Foundation
The Andrew W. Mellon Foundation makes grants in five core program areas including higher education and scholarship, scholarly communications and information technology, art history, performing arts, and conservation and the environment.
www.mellon.org

Broad Foundation
The Eli and Edythe Broad Foundation’s mission is to dramatically transform urban K-12 Public education through better governance, management, labor relations, and competition.
www.broadeducation.org

Carnegie Corporation
The Carnegie Corporation’s Urban and Higher Education Program goals are centered on creating pathways to educational and economic opportunity by generating systemic change across a K-16 continuum, with particular emphasis on secondary and higher education.
www.carnegie.org

Edna McConnell Clark Foundation
The Edna McConnell Clark Foundation seeks to transform the life trajectories of America's most vulnerable and economically disadvantaged youth. We make large, long-term investments, frequently in partnership with other funders, and promote public and private support of programs with a potential for growth and compelling evidence that they can help more young people become successful adults.
http://www.emcf.org/

Ford Foundation
The Ford Foundation supports visionary leaders and organizations on the frontlines of social change worldwide. The foundation believes that all people should have the opportunity to reach their full potential, contribute to society, and have voice in the decisions that affect them
www.fordfoundation.org

Hearst Foundations
The Hearst Foundations are national philanthropic resources for organizations and institutions working in the fields of Education, Health, Culture and Social Service. Our goal is to ensure that people of all backgrounds have the opportunity to build healthy, productive and inspiring lives.
www.hearstfdn.org

JPMorgan Chase Foundation
JPMorgan Chase's philanthropic goal is to be a catalyst for meaningful, positive and sustainable change within the highest-need neighborhoods and communities across the globe.
**MDRC**
Created in 1974 by the Ford Foundation and a group of federal agencies, MDRC is a nonprofit, nonpartisan education and social policy research organization dedicated to learning what works to improve programs and policies that affect the poor. From welfare policy to high school reform, MDRC’s work has helped to shape legislation, program design, and operational practices across the country.  
http://www.mdrc.org/

**MetLife Foundation**
MetLife Foundation partners with local, national and global nonprofit organizations to address issues impacting communities worldwide within the following thematic programs.  
www.metlife.com/metlife-foundation/index.html

**Open Society Foundations**
The Open Society Foundation works to build vibrant and tolerant societies whose governments are accountable and open to the participation of all people.  
www.opensocietyfoundations.org

**New York Community Trust**
Since 1924 The Trust has helped make donors' charitable dreams come true by funding the nonprofits that make New York City a vital and secure place.  
www.nycommunitytrust.org

**PENCIL**
Founded in 1995, PENCIL pioneered the idea of improving student achievement by developing and supporting long-term partnerships between businesses and public schools.  
www.pencil.org

**PepsiCo Foundation**
PepsiCo Foundation is committed to developing partnerships and programs in underserved regions that provide opportunities for sustained and improved health, environment and education.  
http://www.pepsico.com/Purpose/Global-Citizenship

**Research Foundation of the City University of New York**
The Research Foundation of the City University of New York (RFCUNY) is a not-for-profit educational corporation that manages private and government sponsored programs at The City University of New York (CUNY).  
www.rfcuny.org/rfwebsite

**Robertson Foundation**
The Robertson Foundation is a private foundation established in 1996 by Tiger Management founder Julian Robertson, Jr, his wife Josie, and their family. The foundation currently targets high impact grants in four principal areas within the United States: 1) education 2) environment 3) medical research and 4) religion and spirituality.  
www.robertsonfoundation.org

**Robin Hood Foundation**
The Robin Hood Foundation funds and partners with programs that have proven they are an effective remedy to poverty, and are a consistent force for good in the lives of New Yorkers in need.  
www.robinhood.org
INTERVIEW TYPES

Screening Interview: The screening interview does just that—screen out candidates whose qualifications don't meet the job specifications. The first interview is typically conducted by a human resources professional and will probably focus more on your resume and qualifications than anything else. Screening interviews may be conducted in person, by telephone, or by video conferencing (see Telephone Interview and Video or Skype Interview sections).

- Articulate your skills and what you accomplished at each previous job experience.

Second Interview: Second round interviews are often more difficult to prepare for because their purpose is more subtle—to determine which candidates will best “fit” with the company. Second interviews may be comprised of behavioral and competency-based questions (see Behavioral Interview and Competency-based Interview sections).

- Ask questions about the work environment.
- This stage may also include reference checks and testing.

Case Study Interview: Consulting firms and certain financial institutions may include a case study or word problem based on a real-life or simulated consulting situation as part of their interview process. In this instance, the interviewer will present you with a case study and ask how you would approach and solve the dilemma at hand. The interviewer is simply trying to determine your analytical abilities through this interview method, so try not to get flustered!

- You can usually ask relevant questions in your efforts.
- There are a number of online and hardcopy resources available through the Office of Career Services to help you prepare for these types of interviews.
- It is also imperative to be part of a student study group and practice together since these interviews are very demanding.

Behavioral Interview: In these interviews, the interviewer will ask you to talk about a real situation you've encountered and your response to that situation. A sample question could include, “Tell me of an incident when you failed,” instead of a hypothetical question such as “How you would handle a mistake or failure?” The employer assumes this will be a good indicator of how you would handle situations in the future.

- Stay calm and answer the question as completely as you can, using the SAR formula as your guide:
  - S – What was the situation or problem that you were presented with?
  - A – What action did you take? (Specifically highlight the skills used.)
  - R – What were the results of your actions? (Be specific and quantify results when possible.)

**Innovative Programs in Education**

**Tiger Foundation**
Tiger Foundation gives funding consideration to programs which aim to improve the public school system and to provide high-quality K-12 education options and opportunities to students.
www.tigerfoundation.org

**United Way of New York City**
For more than 70 years, United Way of New York City has been working for low-income New Yorkers. The United Way ensures that short-term needs are being met while working simultaneously on long-term solutions to problems.
www.unitedwaynyc.org

**Broad Center**
The Broad Center for the Management of School Systems is a nonprofit that seeks to prepare strong leaders of public school systems. Their mission is to raise student achievement by recruiting, training, and supporting leadership talent from across America to transform urban school systems.
www.broadcenter.org

**Classroom Inc.**
Classroom Inc. leverages technology to serves more than 7000,000 high-need adolescents living in poverty and at risk of educational failure.
www.classroominc.org

**Education Pioneers**
Education Pioneers attracts leadership and management talent for positions outside the classroom. Education Pioneers is an important and direct talent pipeline into critical executive leadership positions.
www.educationpioneers.org

**Education Sector**
Education Sector is an independent think tank that challenges conventional thinking in education policy and is committed to achieving measurable impact in education policy.
www.educationsector.org

**Global Kids**
Global Kids, Inc. works to ensure that urban youth have the knowledge, skills, experiences, and values they need to succeed in school, participate effectively in the democratic process, and achieve leadership in their communities and on the global stage.
www.globalkids.org/#/home

**Harlem Educational Activities Fund**
HEAF engages key community stakeholders, higher education partners, and a highly qualified staff to ensure that students who make the commitment to stay in public schools get all the support, access, and opportunities available to their counterparts attending non-public schools.
www.heaf.org
KIPP
KIPP is a national network of free, open-enrollment, college-preparatory public schools dedicated to preparing students in underserved communities for success in college and in life.
www.kipp.org

Network for Teaching Entrepreneurship
The Network for Teaching Entrepreneurship's mission is to provide programs that inspire young people from low-income communities to stay in school, to recognize business opportunities and to plan for successful futures.
www.nfte.com

America Needs You
America Needs You aims to build a movement of like-minded individuals who believe that one day there will be no barriers to economic mobility for students with ambition and ability.
www.americaneedsyou.org

Center for Supportive Schools
The center develops, disseminates, and promotes peer leadership, advisory, and other evidence-based K-12 solutions that enable and inspire educators to more fully engage students in learning.
www.supportiveschools.org

International Education Opportunities

Global Partnership Initiative
The Secretary’s Global Partnership Initiative (S/GPI) is the entry point for collaboration between the U.S. Department of State, the public and private sectors, and civil society. S/GPI aims to strengthen and deepen U.S. diplomacy and development around the world.
www.state.gov/s/partnerships

Institute of International Education
An independent not-for-profit founded in 1919, IIE is among the world's largest and most experienced international education and training organizations. IIE is committed to delivering program excellence to a diverse range of participants, sponsors, and donors.
www.iie.org

Teach for All
Teach for All is a global network of independent social enterprises that are working to expand educational opportunity in their nations by enlisting their most promising future leaders in the effort.
www.teachforall.org

UNESCO
www.unesco.org
Recruiters for Education Jobs

On-ramps
On-Ramps is a full-service search firm that helps organizations across the social sector recruit the best talent available, no matter the function.
www.on-ramps.com

Koya
Koya Leadership Partners is a national retained search firm that focuses on the non-profit sector. Koya focuses on measurable results, finding exceptionally talented people who truly fit the unique culture of our client organizations.
www.koyapartners.com

Teacher Certification for Mid-careers in Education

Bank Street College of Education
The Graduate School of Education provides opportunities for career changers to earn general teaching certification as well as specialized certification in several areas of education. They hold periodic information sessions for career changes who would like to become teachers called Becoming a Teacher: A Forum for Career Changers.
www.bankstreet.edu

New Visions for Public Schools
New Visions for Public Schools and Hunter College offer new models for teacher certification that provide teachers with both experience and expertise: the Urban Teacher Residency (UTR) and the Math and Science Teacher Residency (MASTER).
www.nycutr.org

Relay Graduate School of Education
Relay Graduate School of Education's (Relay GSE) mission is to teach K-12 teachers to develop in all students the academic skills and strength of character needed to succeed in college and life.
www.relay.edu

Teach for America
Teach for America provides an excellent education for kids in low-income communities. The organization seeks individuals who show leadership potential and have other traits that are found in our most successful teachers.
www.teachforamerica.org

Upwardly Global
Upwardly Global is a national non-profit organization that helps work-authorized, skilled immigrants rebuild their professional careers in the U.S. Upwardly Global provides professional job-search training and access to employers with global talent needs.
www.upwardlyglobal.org
University Jobs

Chronicle of Higher Education
The Chronicle is a weekly news and job-information source for college and university faculty members, administrators, and students.
www.chronicle.com/section/Home/5

Higher Ed Jobs
HigherEdJobs, founded in 1996, is a leading source for jobs and career information in academia. Universities and colleges post faculty, administrative, and executive jobs and the website has over 1 million unique visitors a month.
www.higheredjobs.com

Higher Education Recruitment Consortium
HERC is a non-profit consortium of over 600 colleges, universities, hospitals, research labs, government agencies, and related non- and for-profit organizations. The website compiles available jobs which are searchable through individual state databases.
www.hercjobs.org

Inside Higher Ed
Inside Higher Ed is an online source for news, opinion and jobs for all of higher education.
www.insidehighered.com

University Jobs
UniversityJobs.com (or UJobs.com) is an online recruiting/ career service launched in early 2000 in response to the need to deliver a simple and cost effective way for higher education institutions and other organizations worldwide to recruit the right people.
www.universityjobs.com

Women in Higher Education
Women in Higher Education lists jobs from universities and colleges actively seeking qualified women candidates in administrative and faculty positions.
www.wihe.com/default.jsp

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