



Position: Manager or Senior Manager
Location California - Flexible

Application Deadline: April 25, 2022

Position Summary

Reporting directly to one of our Partners, and working closely with other members of the Empower team, you will work to identify and support opportunities to design and launch innovative solutions that can better meet the needs of students.

As a Manager, you will lead the development and execution of Empower's emerging work and strategy in California. Building on existing momentum, you will play a key role in growing empowered schools and empowering school systems to better meet the needs of students across the state. More specifically, your work will include (1) supporting our growth in California and potentially other select geographies, and (2) advancing our early college and career pathways innovation strategy.

Your leadership in driving our growth will create opportunities for more students, especially those least well served by the current system, to access a high quality education and are equipped for college and career success. As part of this role, you will receive coaching and mentorship from experienced leaders and entrepreneurs and interact with a wide range of leaders and practitioners in the field.

The ideal candidate is located in California, but location within the state is flexible. If public health conditions make travel possible then applicants must be willing to travel up to 25% of the time.

What You Will Do

As a Manager, you will play a key role in advancing the work of Empower Schools by cultivating and managing an array of projects aligned to our growth strategy. Your work will vary based on the needs of Empower and will include the following:

Strategy development and execution

- Work with our California Partner to support in the creation of, implement, and continually revise a growth plan with related goals as part of a multi-year strategy
- Build a productive and professional working relationship quickly with various stakeholders
- Work with teammates to support the design and implementation of projects that support transformative, innovative, and sustainable education initiatives

Project Management and Research

- Manage a variety of projects and leads to advance our work across districts and school systems
 - Participate in cultivating interest in and conducting exploratory efforts with potential districts, higher education, and community partners
 - Develop and execute on project plans and ensure the day-to-day work is aligned with overall goals of the project
- Support successfully initiated partnerships in their early stages serving as a project manager
- Build deep relationships with system stakeholders and help ensure projects stay on track over time through regular check-ins and communication

- Plan, attend, support in facilitation, and provide follow-up for meetings with internal and external stakeholders

Creation of high-quality materials

- Write, edit, and present compelling and tailored proposals, project plans, concept papers, slide presentations, and other materials

Additional support as needed

- Provide leverage and capacity to Empower Schools on other initiatives as needed

Who You Are

- You are knowledgeable about the intersection of education and equity and deeply committed to supporting transformational outcomes for Black, Latinx, and low-income students.
- You are curious and excited to help us develop creative solutions to challenges encountered at the school and system levels.
- You are eager to identify champions and partners for our growing body of work.
- You are a quick learner and able to take ideas and solutions from brainstorming to fruition while engaging and incorporating the perspectives of others.
- You are highly organized, and your strong project management skills allow you to manage complex projects involving multiple stakeholders and tight deadlines to high standards.
- You thrive in a rapidly-evolving entrepreneurial environment and recognize that resourcefulness and effective communication skills are key to your success in driving towards high-quality outcomes.
- You are an exemplary writer and producer of high quality content that your team is proud to share.
- You enjoy working individually and as part of a team and are able to quickly and effectively build strong relationships and influence others.
- You make time to reflect on your work in order to continually improve your effectiveness and know how to self-advocate in order to get the support that you need.
- In short, you are ready to use your broad skill-set to take on Empower's growth priorities, whatever they may be along the way.

Qualifications

- At least 3-5 years of work experience
 - Educational expertise required
 - Consulting and strategic planning work preferred
- Track record of taking initiative and displaying strong judgment to successfully navigate ambiguous and complex projects involving multiple stakeholders
- Strong project management and problem-solving skills oriented towards achieving outcomes
- Dynamic and effective prioritization skills, enabling strong, ontime completion of multiple projects with shifting timelines
- Exemplary written and oral communications skills, including the ability to translate ideas into clear, compelling documents (e.g., in PowerPoint and Word formats)
- Ability to work independently on multiple projects simultaneously



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- Ability to build and manage successful relationships with teammates, partners, external organizations, and education leaders

Who We Are

Empower Schools works with communities across the country to design, launch, and support innovative and sustainable solutions to local education needs. While the specific work varies in response to local context, all of our projects are grounded in our deep commitment to improving school and life outcomes for predominantly Black, Hispanic, and low-income students. Our approach centers around the following focus areas:

- **Establishing Partnerships:** We execute foundational and operational necessities for the launch of new and innovative approaches to education—from complex, multi-stream project management to crafting governance agreements/contracts, to navigating state and local policy pathways.
- **Supporting Leaders:** We bring deep expertise and strong support skills to help school, system, and community leaders design and launch new education initiatives. We help build capacity in system leaders to implement and sustain the work.
- **Convening Practitioners:** We host convenings and organize learning cohorts for school, nonprofit, and system leaders pursuing empowered school strategies.
- **Spreading the Word:** We identify and narrate bright spot successes and best practices in empowered public school models and innovative, sustaining governance structures.

Empower's work is informed by our experience as the design and launch partner of several public school improvement and innovation efforts across the country including the Springfield (MA) Empowerment Zone Partnership, the Luminary Learning Network in Denver, the Rural Schools Innovation Zone in South Texas, and the Leadership Academies Network in Fort Worth. Recently, we have built responsive and high-performing teams supporting work in states including Texas and Colorado, and we are working to deepen our impact in California. To date, we have supported the design and launch of fourteen empowering partnerships across five states, serving more than 28,000 students attending 60 schools. We are supported by an ecosystem of partners and stakeholders in each community, often organized at a state-level in partnership with state agencies. Developing both site and state-specific strategies and relationships is key to our work

Salary and Benefits

The salary for Manager starts at \$70,000 and Senior Manager starts at \$80,000 per year. Empower Schools offers a comprehensive benefits package, including health and dental insurance, retirement benefits, life and disability insurance, and flexible spending accounts.

Application

Please submit your application [here](#). The preferred application deadline for this position is April 20, 2022. After this date we do not guarantee review of submissions.



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We support equal opportunity and value building the diversity of our team as we grow. We seek individuals of all races, ethnicities, abilities, and creeds to support our organization's work and encourage individuals from historically under-represented backgrounds to apply.