



## Position: Manager

Location: Colorado

*Our preferred application deadline is January 8, 2024. Please note that we do not guarantee review of applications received after this date.*

### Position Summary

As a Manager at Empower Schools, you will contribute to local- and state-level projects and initiatives that apply innovative solutions to better meet the needs of students. Working closely with your teammates and partners, this position will primarily support Empower's growing work and impact in rural Colorado. In this role, you will help cultivate partnerships, design and implement projects, and join our movement to dramatically increase positive outcomes for students who have been traditionally underserved.

Applicants must be willing to travel up to 40% of the time (primarily within Colorado) to support the growth of our statewide work and to provide on-the-ground support in communities across the state, particularly in rural areas. As part of this role, you will receive coaching, mentorship, and guidance from experienced leaders inside and outside of our organization.

### Who We Are

Empower Schools envisions a country where every student – especially those in underserved communities – has the opportunity to succeed in school and life. As a national non-profit, we partner with educators and communities to help catalyze innovation and support the design, launch, and successful implementation of 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. We focus on three key areas:

- **Innovation Zones-** We work with communities to design and launch sustainable local partnerships that enable transformative district schools. Innovation Zone educators have the flexibility to make decisions that are right for their students, community, and staff.
- **Rural Collaboratives-** We work with rural communities to forge new partnerships and develop new ways to share resources so that students in rural areas have access to a great education and are equipped for college and career success.
- **Early College and Career Pathways-** We work with communities to create opportunities that lead to postsecondary success for all students. We foster innovative, sustainable, and scalable structures that bridge high school to college and career so students can get the head start and success they need even before they graduate high school.

To date, we have supported the design and launch of empowering partnerships across seven states.



We are currently supporting multiple school transformation projects in their implementation phase of work. We are also collaborating with additional communities and state-level leaders to explore and design durable and transformative partnerships between local school districts as well as civic, industry, and higher education leaders to expand opportunities for students and to advance community development and economic goals.

## Who You Are

- You are committed to centering racial and socioeconomic equity in your work. You understand the impact of systemic and implicit racism and challenge yourself and others to support transformational outcomes for students across race and class.
- You are familiar with the challenges facing rural and/or urban K-12 education (and/or excited and willing to learn). You are excited by developing creative solutions to challenges encountered at the school and system levels.
- You enjoy working individually and as part of a team and are able to build strong relationships with others.
- You are passionate about the role that communities play in supporting students and have a working knowledge of public-private partnerships centered on expanding opportunities for students and enhancing community and economic development.
- You are organized and interested in designing and implementing complex projects involving multiple stakeholders and tight deadlines, particularly in rural communities
- You thrive in a rapidly-evolving environment and recognize that resourcefulness and effective communication skills are key to success.
- You are a self-starter and are able to navigate ambiguity and complexity with grace and focus
- You can take ideas and solutions from brainstorming to fruition while engaging and incorporating the perspectives of others.
- You make time to reflect on your work to improve your effectiveness, you know how to self-advocate to get the support you need, and you can keep it all in perspective with a strong sense of humor.
- In short, you are a generalist interested in learning and growing your skills while working with a dynamic team on a wide range of projects.

## How You'll Help

You will support an array of important initiatives and relationships, playing a key role in enabling schools in the state to make the best decisions for students in communities across rural Colorado and beyond. Your work will vary based on needs over time and will include the following:

- **Support execution and project management of work with school systems**



- Serve as project manager; successfully manage and track workflows and activities of staff, consultants, and partners for successful execution of implementation and design projects
- Work closely with superintendents, cabinet-level system leaders, and civic, higher education, and industry partners to plan and implement bold school transformation plans and collaborative efforts
- Conduct research on organizations and systems that play a role in expanding resources and impact within the education system
- Build deep relationships with system stakeholders and help ensure projects stay on track over time through regular check-ins and communication
- Create custom, community-focused materials for various stakeholders (e.g., district partners, school-based staff, community members, state policy champions, etc.)
- Work with teammates to support the design and implementation of programmatic strategy that supports transformative, innovative, and sustainable education initiatives
- Travel to rural regions to support project implementation in person
- **Support partnership development and execution of state and district partnerships**
  - Develop and cultivate relationships with potential state and district partners in Colorado
  - Research, identify, and help recruit like-minded organizations and leaders who can play strategic roles in advancing our projects and overall impact in Colorado
  - Build productive and professional working relationships quickly with various stakeholders
  - Support developing project proposals, project plans, and deliverables
- **Additional support as needed**
  - Provide leverage and capacity on additional growth projects outside of Colorado as needed
  - Contribute to Empower Schools' organizational growth as a go-to for innovative education work that prompts structural, sustainable, locally-led change that benefits traditionally underserved students and communities

## Qualifications

- At least 3 years of work experience
  - Educational expertise required
  - Consulting or other strategic work valued
- Demonstrated interest in and strong alignment with the goals of Empower Schools
- Strong, demonstrated commitment to anti-racism, diversity, equity, and inclusion
- Track record of taking initiative to successfully manage complex projects and initiatives involving multiple components
- Dynamic and effective prioritization skills, enabling strong, on-time completion of multiple projects with shifting timelines



- Adept at building relationships, working with racially/ethnically diverse teams, and effective in cultivating trust and buy-in from diverse stakeholders at varying levels of leadership
- Clear and effective communication skills including tactfulness and demonstrated ability to successfully manage stakeholder relations and translate ideas into clear, compelling messaging (e.g., in PowerPoint)
- Entrepreneurial mindset (i.e., flexible, resourceful, and creative) and deep motivation to drive toward high-quality outcomes with a consistently positive attitude
- Knowledge of state and federal grant management practices preferred

## Salary and Benefits

The salary band for a Manager is between \$78,000 and \$93,000 annually. Empower Schools uses a transparent formula that factors in years of experience to determine initial placement in the salary band. New hires should expect to be placed closer to the start of the band with opportunities for meaningful increases over time. Empower Schools offers a comprehensive benefits package, including health and dental insurance, retirement benefits, parental leave, life and disability insurance, and flexible spending accounts.

## Application

Interested and qualified applicants should apply [here](#). Note: the application deadline for this position is January 8, 2024. We do not guarantee review of applications submitted after this date.

*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.*