

Program Manager, Accelerated Pathways Initiative

Location: Baltimore, Maryland

Description

The Fund for Educational Excellence (Fund) is a nonprofit local education fund that works to secure the financial, human, and knowledge resources necessary to support innovation that increases student achievement in the Baltimore City Public Schools (City Schools). The Fund serves as one of City Schools' most trusted and versatile partners, providing invaluable support and trusted expertise to allow the district to move forward aggressively, but thoughtfully, with its reform agenda.

We are seeking a full-time program manager to focus on the Accelerated Pathways Initiative. The program manager will be based in our Mt. Vernon office.

Accelerated Pathways Initiative

The Accelerated Pathways Initiative is a collaborative effort of the Baltimore City Public Schools, the Fund for Educational Excellence, OSI-Baltimore, the Baltimore Education Research Consortium (BERC) and other partners. To launch this initiative, the staff of the Fund and City Schools designed a supportive, engaging accelerator program targeted to the needs of largely poor urban youth. This pilot program – based on research, feedback from Baltimore City students, and successful programs in other districts – opened its doors on the shared campus of WEB DuBois and Reginald F. Lewis high schools in Fall 2011. A significant investment from OSI-Baltimore will help to fund the launch of up to four additional Accelerated Pathways programs or schools over the next five years. Additional models may include individualized academic schedules, expanded day and year-long learning options, adult mentors, proven youth development activities, paid work for students and connections to post-secondary employment and education (such as early college).

Role and Responsibilities

The Program Manager at the Fund will coordinate the Accelerated Pathways Initiative of Baltimore City Public Schools over the next five years. The program manager is responsible for supporting City Schools and its staff to ensure the success of the Accelerated Pathways programs or schools. Specific responsibilities include:

- Building relationships and working collaboratively with counterparts in City Schools, related public agencies, partner organizations, and private foundations
- Coordinating the design and launch and supporting the implementation of four new accelerated pathway programs or schools that serve students who want or need to accelerate

- Overseeing the budgeting, management and reporting related to the private funding for the initiative
- Working with City Schools to ensure that the public funds required for the initiative are understood and budgeted
- Assisting with communications strategies and student outreach and recruitment
- Coordinating hiring of accelerator school staff, as appropriate, particularly school leads
- Helping to designing and coordinate orientation/training for the school leads, in collaboration with district staff

The program manager will report to the senior program manager of the Fund for Educational Excellence. This position offers the successful candidate the opportunity to have a profound impact on how at-risk students are served in Baltimore City Public Schools.

Qualifications

We are seeking candidates who believe deeply in our organization's mission and who display a record of achievement. Successful candidates will demonstrate:

- The ability to learn quickly and to successfully manage a high volume of work
- The ability to work well independently and with others, including building relationships with and managing diverse groups of stakeholders
- Strong organizational skills
- A commitment to producing consistently high quality work
- Prior successful experience planning and coordinating multi-year, multi-partner initiatives
- Excellent communication and writing skills
- Excellent computer skills and proficiency in Microsoft Office (Word, PowerPoint and Excel)
- Experience working with Baltimore public schools or another urban school district (preferred)
- A graduate degree or five years of equivalent experience in related field (preferred)
- Knowledge of current research and best practices related to urban high schools, college and career preparation, and youth development (preferred)

Compensation

The annual salary range for this position \$70,000-\$85,000 based on experience, plus full benefits.

To Apply

We review applications on a rolling basis – so it is to your advantage to apply as soon as possible. We will not consider applications without a cover letter tailored to this position. Cover

letters can be addressed to Corrie Schoenberg at corries@ffee.org. The Fund for Educational Excellence is an equal opportunity employer and seeks individuals of all ethnic and racial backgrounds to apply to this position. If you would like to learn more about our mission, please visit our web site at www.ffee.org.