

Upward Bound Program Director

Noble & Greenough School/University of Massachusetts-Boston

Founded in 1990, Noble and Greenough School (Nobles) and the University of Massachusetts Boston have collaborated to develop a Math Science Upward Bound Program (UBMS) serving low-income and first generation high school students attending one of the six academies that comprise the Lawrence (MA) High School Complex. Through an after-school tutorial program and monthly Saturday seminars during the academic year and an academically rigorous six-week residential summer component at Nobles, Upward Bound Math Science provides participants with the skills and motivation necessary for successful completion of high school and successful entry into and completion of postsecondary education. With an emphasis on math and science, program activities include academic classes, tutorials, cultural enrichment activities, college advising, and career awareness activities. The program is run by a full-time Director, a part-time Assistant Director and a part-time College Counselor. The Director is expected to travel among the UMass Boston, Nobles, and Lawrence High School campuses.

Qualifications:

Master's Degree in STEM, Education, or a closely related field and a minimum of five years of administrative experience within an institution of higher education, a secondary school or a related education setting is required. A Bachelor's Degree in Education or a closely related field with a minimum of seven years of administrative experience within an institution of higher education, a secondary school or a related education setting can be substituted for the experience above. Demonstrated supervisory skills; educational counseling skills; and technical skills in accounting, budgeting, procurement and program management required. Knowledge of the Lawrence Public School System or a similar urban district required.

This is an opportunity to be part of a dynamic program and a unique public/private collaboration. People of color, people with disabilities, members of the LGBTQ community, religious minorities, and members of other historically underrepresented groups are encouraged to apply.

With questions about the position or for informational conversation feel free to contact Ben M. Snyder, Director of Anderson-Cabot Center for Experiential &

Community Engaged Learning, Noble & Greenough School, 10 Campus Drive, Dedham MA 02026 or via email at ben_snyder@nobles.edu or phone 781-320-7043.

Formal application:

Interested candidates should submit a cover letter expressing interest, resume and list of references through U-Mass Boston by [clicking here](#). Full application and interview process will be a collaboration between staff at Nobles and UMass-Boston.