



Job Announcement

Senior Director of Primary Programs & Academics

The mission of the “I Have A Dream” program is to empower children from low-income communities (Dreamer Scholars) to succeed in school, college, and career by providing academic, social, and emotional support from elementary school through college, along with post-secondary tuition assistance.

“I Have A Dream” is currently seeking a Senior Director of Primary Programs & Academics to lead a team of Program Directors in successful implementation of a comprehensive program (academic, social emotional, parent partnership) to ensure the achievement of educational and personal goals of individual youth (Dreamer Scholars). S/he will evaluate and provide oversight for all programs and services delivered to Dreamer Scholars during their primary years (K-5) with a specific focus on closing the opportunity gap. This position will serve as a leader in academic programming, with a specialization in elementary-level academics. The new role for the organization will provide supervision to primary level Program Directors; guidance and best practice for all academic programming; and guidance to whole-child programming. The role reports directly to the Vice President of Programs.

Responsibilities

- Develop and manage academic strategies by supporting the best implementation of group and individual instruction for literacy, math, and homework at grade levels K-5.
- Ensure program activities at elementary sites are successfully prioritized and supportive of the schools and communities where Dreamer Scholars are served.
- Establish and standardize program activities that aim at closing the opportunity gap.
- Ensure successful parent partnership.
- Work 1-on-1 with all primary Program Directors to create their individual program structure, calendar, and schedule for after-school and summer programming.
- Provide on-site modeling and coaching for Program Directors on behavior management, curriculum implementation, program management, etc., by attending programming sites daily (visit two sites per month for two weeks per site in accordance with revised Site Visit Protocol).
- Establish annual goals with Program Directors and evaluate performance on an annual basis.
- Review Program Directors’ Fall, Spring, and Summer Work Plans to ensure adherence to program standards across sites.
- Provide academic training, on-site coaching, and feedback for academic lesson planning and delivery.
- Collaborate with Vice President of Programs and school and district staff to schedule additional trainings related to behavior management, academics, social-emotional wellness, child development, or other related programs as needed.
- Work with Evaluations Coordinator, school staff, and/or district personnel to collect, record, and analyze data relevant to Dreamer Scholar academic performance.
- Collaborate with school administrators, staff and Program Directors to make informed program decisions.

- Meet once per trimester with each Program Director & Evaluations Director to analyze Dreamer Scholar performance data.
- Collaborate with Vice President of Programs on overall program objectives and determining priorities, ensuring academics and social emotional programs are implemented and supported for the whole-child.
- Lead professional learning communities (PLC's), that emphasize academics, behavior management, and curriculum design.
- Co-create and present board reports. Participation in program committee meetings (internal and external.)

Requirements:

- Extensive elementary in-classroom experience (curriculum design, behavior management, etc).
- Belief in the whole-child approach, and associated system supports for student success.
- Bachelor's degree required; Master's degree in education field preferred.
- Fluent or comfortable conversing and leading groups in Spanish.
- Experience working with multicultural and low-income populations.
- Strong organizational, oral and written communication and computer skills.
- Prior management experience of teachers, counselors, or equivalent.
- Reliable transportation, good driving record and insurance.
- Some evenings, weekends and conference travel.
- Comfortable with data and managing grant reports.
- Ability to lift and carry 50 pounds.
- Good sense of humor.

Compensation:

- Competitive salary, commensurate with experience.
- Employer pays 75% of employee premium for medical and dental insurance.
- Employer paid life and short-term disability insurance.
- 403b retirement plan (employer contributes 3% of annual salary after first year.)
- 15 days of vacation, 10 days of sick and 11 paid holidays.

**Using "Senior Director of Primary Programs & Academics" in the subject line, e-mail cover letter, resume, and salary requirements to hr@ihaveadreamboulder.org
 Fax: 303-444-3638 or 5390 Manhattan Circle, Suite 200, Boulder, CO 80303**