



REAL STORIES
REAL CHANGE

EDUCATION DIRECTOR

(full-time)

About Us

Youth Communication provides powerful, *teen-written stories* and *professional development* to help educators and youth workers *connect with the teens* they serve and build their social and emotional competencies and literacy skills. We are a small team with an audacious vision. We want to expand the programs we offer and dramatically increase the number of schools and agencies that use them. Our employees must be self-directed, hands-on, and passionate about serving educators and marginalized youth, including youth in after school programs, alternative schools, and the foster care and juvenile justice systems. We want someone who is just as comfortable presenting our work to policymakers at a national conference as s/he is writing monthly lessons to accompany our teen-written magazines.

Qualifications

The education department is fairly new at our 35-year-old organization. Over the past three years we have created a strong framework for professional development work and our curricula. Last year, we trained nearly 500 educators at several dozen schools and out-of-school organizations. We have also developed several curricula on which we provide training (topics include SEL, gender, resilience, and work readiness). We are now looking for someone who can provide the educational vision, expertise, and follow-through to sustain this work and to develop new ways to increase and strengthen Youth Communication's (YC's) reach and ability to serve educators. The ideal candidate will have the following skills and background:

- A background in education and/or education policy, including an advanced degree in education.
- Knowledge of the NYC educational landscape.
- Strong understanding of social and emotional learning and literacy for struggling readers.
- Familiarity with the challenges of educators who work with marginalized teens.
- Strong public speaking and presentation skills.
- Experience developing new curricula for teens professional development for educators
- Experience managing others in a collaborative environment
- Ability to work independently, manage multiple projects at once, and set and meet deadlines.
- Familiarity with and/or interest in social science research and how it applies to our mission.
- Passion for reading and writing.

Scope of Responsibilities

Supervisor: Chief Operating Officer

Direct Reports: Per diem trainers and the education projects editor

Works closely with: YC editorial, production, and administrative staff

The education director's duties are broken down into four main components: developing new ways to meet the needs of educators working with struggling teens; managing our professional development offerings; writing lessons and curricula; and assessment.

Work with Educators and Administrators

- Work with relevant staff to identify emerging needs in the field and to develop new curricula and professional development programs that can meet those needs.
- Help to identify and cultivate staff at school districts, large after school agencies, and youth-serving city agencies that can benefit from our programs and services.
- Work with the YC magazine editors to ensure a steady stream of stories that are suitable for use in new and revised curricula.

Manage Professional Development

- Manage professional development process, including: assessing site needs; structuring professional development that is appropriate for each site; supervising and/or conducting ongoing coaching at agency sites; working with administrative staff to obtain and analyze survey data.
- Hire, supervise, and train several per diem trainers who work with schools and contract agencies to implement our programs.
- Refine PD offerings, as needed, based on feedback from trainers and sites.
- Work with administrative staff to coordinate training schedules and technical assistance meetings.

Develop Lessons and Curriculum

- Work with development staff to identify potential supporters for our curriculum development and training and to shape proposals.
- Conduct research on new curricula (including core youth development, social and emotional learning and literacy issues, and topic-specific issues, such as gender, restorative practice, middle school to high school transition, etc.).
- Write lesson plans for our two teen magazines (9 issues per year).
- Work with education projects editor to create and write new curricula, which include choosing teen-written stories that model specific SEL skills and writing all lessons.

Assess and Continuously Improve Methods and Implementation

- Work with other YC staff and outside experts to develop and implement methods to determine how to measure outcomes for the staff we train and for the teens in their programs.
- Manage and support implementation at partner sites, including coaching, technical assistance and data collection.
- Assist with analysis and interpretation of data from implementation sites.

Salary: Commensurate with experience

To Apply: Please email a cover letter and resume to careers@youthcomm.org. Please no phone calls. Candidates will be contacted for interviews on a rolling basis. We are unable to respond to all applications. If you are selected for an interview you will be contacted within three weeks.