



Job Announcement

Director of Expanded Learning @ Dewey Academy

April 11, 2022

The Expanded Learning Director is responsible for leading and managing EBAYC's expanded learning programs at Dewey Academy, an Oakland Unified School District high school located at 1111 Second Avenue. The Expanded Learning Director reports to the EBAYC Deputy Executive Director.

Core Responsibilities

1. Plan, develop, and manage implementation of summer and after-school academic supports, life skills education, and work-based learning program, including program design, curriculum development, and scheduling; student recruitment, selection, registration, attendance, and exit; facility, safety, event, and food service logistics; and data collection and participatory program improvement.
2. Hire, train, supervise, and support a Program Coordinator.
3. Identify, retain, and coordinate multiple independent contractors providing specialized enrichment instruction.
4. Actively participate in the Dewey Coordination of Services Team meetings and activities.
5. Actively collaborate with EBAYC Counselors and other violence prevention staff and partners.
6. Serve as principal liaison with the school principal, assistant principals, office manager, teachers, custodians, food service workers, and school security officers.
7. Participate in all EBAYC meetings, events, and activities.

Minimum Qualifications

1. Three years of progressively responsible experience in non-profit program management and employee supervision.
2. Knowledge of and commitment to EBAYC's vision, mission, and theory-of-change.
3. Knowledge of and commitment to trauma-informed care principles and practices.
4. Knowledge of and experience with the challenges experienced by continuation high school youth.
5. Knowledge of and demonstrated results in building and sustaining interagency partnerships, including schools.
6. Knowledge of and demonstrated results in building and sustaining effective and motivated employee teams.
7. Knowledge of and demonstrated results in building and sustaining youth participation, voice, and power.
8. Knowledge of and demonstrated results in building and sustaining effective performance management practices.
9. Is values-driven, results-oriented, and accessible and accountable to community.

Compensation

Salary: \$63,000 annually, with health/dental/vision coverage, vacation/medical/holiday leave, and 403(b).

Status: Full-Time Exempt