

## Senior Program Manager – TEACH Colorado

**TEACH Colorado is seeking a full-time Senior Program Manager to lead a statewide initiative aimed at improving the quality and diversity of Colorado’s teacher pipeline, primarily by building and maintaining relationships with Education Preparation Programs (EPPs), Local Education Agencies (LEAs), state education agencies and partner organizations.**

The ideal candidate is a results-oriented person, who excels at building relationships with multiple stakeholders, possesses strong project management skills, and has knowledge of Colorado’s education landscape. He or she will be committed to supporting LEA and EPP partners in meeting their goals, getting results in a fast-paced environment and leading the statewide effort.

### **ABOUT TEACH COLORADO**

[TEACH Colorado](#) is a statewide, cross-sector effort to improve the perception of teaching and attract more talent into the profession. This will be accomplished through a statewide PSA ad campaign, a direct outreach campaign on college and high school campuses, digital media, online experiences, a Talk-to-a-Teacher program, and events that expose prospects to teaching. These resources will inspire prospective teachers to join the profession, dispel misperceptions, and support the steps they need to take to enter the profession.

The success of TEACH Colorado is predicated on the roles and responsibilities of the following stakeholders, all of which the Senior Program Manager will be responsible for communicating and coordinating various activities with:

- **Partner Education Preparation Programs (EPPs) and Local Education Agencies (LEAs):** In June, all Colorado school districts, charters, and educator preparation programs were invited to join TEACH Colorado. As of July 1st, a diverse group of 25 EPPs and 31 LEAs from across the state have signed on. The Senior Program Manager will be responsible for maintaining these existing relationships and supporting EPPs and LEAs in carrying out TEACH Colorado deliverables throughout the school year.
- **State-level partners:** TEACH Colorado’s statewide partners include the Colorado Department of Education (CDE), Colorado Department of Higher Education (CDHE), Colorado Education Association (CEA), Colorado Association of School Executives (CASE), Colorado Education Initiative (CEI), Colorado Workforce Development Council (CWDC), Landed, Public Education Business Coalition (PEBC), Rose Community Foundation. The state-level partners are responsible for enabling communications with EPPs and LEAs and lending time, funding, support, and advice to drive the results of TEACH Colorado.
- **National partner:** [TEACH](#) is a national partner that has implemented similar initiatives in other regions across the country. TEACH will oversee the PSA campaign and digital components to power a tech-forward teacher recruitment infrastructure that leverages Colorado’s existing efforts.

## JOB RESPONSIBILITIES

- Lead the TEACH Colorado initiative and collaborate with multiple stakeholders to articulate the value of current and future plans for TEACH Colorado
- Build and manage relationships with Education Preparation Program Partners (EPPs) and Local Education Agency partners (LEAs). Support all partner EPPs and LEAs on successfully meeting their action items and commitments to build the teacher pipeline
- Work closely with the Colorado Department of Education (CDE) and Department of Higher Education (CDHE) to coordinate efforts and stay informed about policy updates and conversations related to teacher recruitment, preparation, and retention
- Maintain a close working relationship with TEACH and act as an effective bridge between TEACH and the state-level partners
- Regularly convene TEACH Colorado partners to report on progress and collaborate on ways they can contribute to the success of the initiative
- Manage partner communications (e.g., monthly newsletters, campaign tools, etc.)
- Source Colorado-specific content for general webpages and campaigns
- Represent TEACH Colorado at local events / conferences

## QUALIFICATIONS

- **Relationship-building and partner management:** demonstrated track record of developing and maintaining strong relationships with diverse stakeholders. Previous experience effectively gaining buy-in and motivating others to follow-through on their commitments
- **Facilitation skills:** Outstanding meeting planning and facilitation skills, with a keen eye towards clear and actionable follow through
- **Data driven and results-oriented:** has a track record of producing results and using data to inform actions that drive impact
- **Project management skills:** stays on top of multiple projects without dropping balls, plans backwards and anticipates obstacles, identifies and involves stakeholders appropriately, uses resources wisely
- **Growth mindset:** as this will be TEACH Colorado's launch year, this person needs to be able to thrive in a flexible, start-up environment, and be committed to continuous improvement
- **Communication skills:** Strong presentation and communication skills with both internal and external stakeholders.
- **Background:** Candidate must possess knowledge of Colorado's educational ecosystem and prior experience in education (PK-12 and/or higher education). Ideal candidates will also possess one or more of the following skill sets: experience in early-stage organizations, teaching, education policy, digital marketing, communications, talent recruitment, sales/account management, public-private partnerships, and/or online products and services
- **Education level:** Bachelor's degree required, Master's preferred
- **Travel:** Willingness to travel throughout Colorado 2-4 times per month to meet with EPP and LEA partners and other stakeholders

## **COMPENSATION**

Compensation depends on experience and is highly competitive. We are an equal opportunity employer, and we make a particular effort to recruit people of color to apply for open positions.

## **TIMEFRAME**

Ideal start date for the Senior Program Manager is September 1st.

## **ANTI-DISCRIMINATION POLICY**

TEACH Colorado is dedicated to the principles of equal employment opportunity. We prohibit unlawful discrimination against applicants or employees on the basis of age 40 and over, race, sex, color, religion, national origin, disability, pregnancy status, military status, genetic information, or any other status protected by applicable state or local law.

## **HOW TO APPLY**

To apply, please send a resume and cover letter (see cover letter prompt below) to [jobs@pebc.org](mailto:jobs@pebc.org) by COB on Monday, August 5th. Please include "TEACH Colorado Program Manager" in the email subject line and your salary requirements in the body of the email.

**In your cover letter, please incorporate answers to the following:**

1. **Your commitment to the goals of TEACH Colorado.** *Why are you interested in a statewide effort aimed at increasing the diversity and number of teachers in Colorado?*
2. **An example of an initiative you've lead in the past.** *How did you build and maintain relationships? How did you get buy-in from stakeholders? How did you motivate others to achieve individual or collective goals?*