



Program Manager, Juvenile Court School

Square Root Academy - Who We Are

Science + Technology + Engineering + Arts + Mathematics = **STEAM**. Square Root Academy is a STEAM-based non-profit organization dedicated to educating underrepresented youth (our "Scholars") on the fundamentals of STEAM while emphasizing collaborative learning, innovation, and academic excellence. This goal is executed under our three key pillars: Community Involvement, Project-based Learning, and Professional STEAM Exposure. We expose Academy scholars to the growing field of STEAM at no cost, while promoting creativity, leadership, and academic excellence.

In fulfilling our mission, we partner with schools, libraries, local governments, other community organizations, and leaders in industry. We develop and implement robust, adaptive, and engaging after-school and co-curricular programs in the physical and digital spaces. We work collaboratively, innovate regularly, and prioritize the continual learning, engagement, and growth of our team members. We commit to excellence in service to our communities and positioning ourselves as **Sacramento's STEAM Program**.

Location:

Sacramento County
(SCOE Youth Detention
Facility; Lab 7 HQ)

Hours per Week:

40 (Full-Time)

Salary:

\$37,500 - \$42,500/yr
(+\$5k STEAM stipend)

Travel Required:

To program sites and our
HQ @ Lab 7 in Sac

WE DELIVER TRANSFORMATIVE S.T.E.A.M. EXPERIENCES



Who We Help: Our Local Scholars, in Grades 5-12 - During School, After School, In the Summer, and (sometimes) on Weekends

- Our target population we serve is Scholars who are in grades 5 through 12, and are part of communities underrepresented in STEAM academic and professional fields. For example, did you know that Latinos make up 16% of the U.S. workforce but only 9% of STEAM workers, and that Black women account for only 3% of degrees earned in computing? Team #SquareRoot works to change this fact.
- Our Scholars usually live in school district attendance zones around Sacramento. Currently, a majority of our Scholars attend Sacramento City Unified School District (SCUSD) or Elk Grove Unified School District (EGUSD) schools.
- Most Scholars in our programs join Square Root Academy through engaging recruitment efforts! Some participate as parts of partnerships with Square Root Academy and classes during the school day.
- Our Scholars gather in any of these places: At local schools (during the day or after school); at community centers and libraries; at Lab 7, our facility; and virtually through digital formats, such as Zoom!

What You'll Do

The **Programs Manager, Juvenile Court School** (JCS) develops, supervises, and coordinates the implementation of a new, diverse electives-based curriculum at the SCOE Youth Detention Facility. This is a unique program that brings in partners from community organizations to teach workshops like Yoga and Spoken Word, in addition to our STEAM-based content. This position is filled by an adaptable, organized, and skilled individual, will work closely with Education team members, and is vital for Scholar success.

(SCOE = Sacramento County Office of Education.) This role reports to the Director of Education. Headlines of this role:

- Programs Managers are **educator-leaders**; they manage teams and logistics, and communicate with partners in school and industry.
- They ensure a quality JCS program by **curriculum building/implementation, partnership management, and professional learning**.
- They skillfully facilitate **meaningful, engaging, and active learning** of our JCS Scholars, helping them see the power within themselves.

Community Involvement • Project-Based Learning • Professional S.T.E.A.M. Exposure

Our Juvenile Court School Program team leans on STEAM and general mindsets, effective strategies, a commitment to learning, and their hearts and experience to facilitate learning in a range of topics! The list currently includes:

digital arts	music production	videography	yoga	podcasts
spoken word	relationship building	social impact	culminating projects	... and more!

Candidates for Team #SquareRoot don't need to start out with knowledge for ALL of these areas - as long as there's a willingness to learn!

Our adaptable, mission-oriented **Programs Manager, Juvenile Court School** also engages in various specific tasks to support their work. They:

- **Coordinates** partnership activities, logistics, and maintains overall timeline/calendar as developed by the Education team.
- **Co-Manage** (with the Director of Education) partnerships with Juvenile Court School representatives and other key partners
- **Implement** a system of curriculum building, improvement, and quality implementation through professional development
- **Manage** inventories, materials, logistics, and reporting needed in collaboration with SCOE Juvenile Court Schools
- **Coach and Lead** other Juvenile Court School program team members, engaging their improvement, Scholar relationships, and service
- **Promote** productive learning environments where Scholars respect peers and adults, continually grow, are safe, and build relationships
- **Learn** continually to expand their skills in: *all* STEAM content, project-based learning, equity, and Socio-Emotional Learning (SEL)
- **Lead and Participate** in collaborations, trainings, and weekly meetings, both synchronously and asynchronously
- **Manage** recordkeeping for our internal use, as well as our partners, and act as a professional liaison to partner sites
- **Participate** and lead in multiple formats, including in-person/digital, synchronous/asynchronous, written/verbal
- **Know** Scholars as individuals, building mentor relationships with them, and connecting them with additional learning opportunities
- **Represent** Team #SquareRoot through professionalism and pride at various interactions, conferences, and events
- **Embody** and promote the Square Root Academy's STEAM and equity-driven culture and values.
- **Work** with Director of Education as a team to maximize impact and promote overall success of the JCS program for Scholars

Who You Are

Is Team #SquareRoot where you see yourself making a social impact? Successful Program Managers bring various qualities to the mission:

- **Certification:** The Programs Manager, JCS takes pride in their commitment to managing a successful program with Scholars at a Youth Detention Facility. They generally:
 - Have 2 years of experience in each of these areas: Working with the JCS population (or similar), managing programs
 - Have a Bachelor's degree OR 3 years additional experience
- Our Programs Managers have an equity-oriented passion and are committed to eradicating disparities in outcomes for youth from marginalized groups. They generally either have experience in working with youth, or a commitment to strong work with them
- Upon employment, our Programs Managers will pass statutory requirements for employees working in schools, such as background checks with the Department of Justice, medical clearances (such as TB and COVID-19 tests)
- Our Programs Managers communicate professionally and effectively, through writing, speaking, and presenting
- Our Programs Managers have a team-oriented mindset and demonstrate the flexibility needed in a community-based non-profit
- **Schedule:** This position's work generally revolves around implementing programs during the SCOE JCS school day.

Why Join Team #SquareRoot?

At Square Root Academy, an equity-driven mission guides the impact of our work. You have the opportunity to help create a change that you want to see in the world. Additionally, we are an organization that promotes self-care, professional development, collaboration, team building opportunities, and growing your leadership - if you're interested. And, working with our Scholars to build their capacities and realize the power within themselves is a profoundly rewarding experience - whether it be for one year, two years, or *hopefully* a career!

Square Root Academy is an equal opportunity employer; promoting equity in our communities is at the core of our work. Continue the conversation with us by visiting our website, www.squarerootacademy.com, or contacting us at admin@squarerootacademy.com. No matter what you do, we encourage you to stay curious! [Revised Aug 23, 2021]



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STEAM Expertise Stipend

Candidates who have a **Bachelor's degree in a STEAM related field** and can demonstrate specific **skills/experience in teaching STEAM content** are eligible for a **\$5,000** annual stipend. In addition to the duties listed above, these Program Managers:

- **Teach** courses (virtually or on-site) to Scholars in the JCS program, rigorously promoting Scholar growth and empowerment