



Program Manager, CS Education

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
(Various physical sites)

Hours per Week:

40 (Full-Time)

Salary:

\$42,500 - \$47,500
Annually

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, CS Education** develops, supervises, and teaches **Computer Science** based curriculum at Square Root Academy. This position is filled by an adaptable, organized, and skilled individual who is proficient at CS fundamentals and is inspired to lead programs that empower all youth (our Scholars). This person works closely with Education team members and is vital for Scholar success.

This role reports to the Director of Education. Headlines of this role:

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

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

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

coding	robotics	digital art	game design	app development
web design	circuits	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, CS Education** also engages in various specific tasks to support their work. They:

- **Teach** courses (virtually or on-site) to Scholars in the CS Education program, rigorously promoting Scholar growth and empowerment
- **Implement** a system of curriculum building, improvement, and quality implementation through professional development
- **Manage** device allocation (laptops, tablets, and accessories) using programs such as Apple School Manager and JAMF
- **Visit and Observe** other sites in the CS Education program on a regular basis, coaching team members and engaging their improvement
- **Co-Manage** (with the Director of Education) partnerships with school representatives and key industry partners
- **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 CS Education 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:** Our Programs Managers take pride in their commitment to STEAM learning, validated by certification. They generally:
 - Have a Bachelor's degree in a STEAM related field
- 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:** Our Scholar Mentors commute to local-area sites, or work virtually, dependent on the current needs of the program.

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]