



WABS is hiring for a Family Engagement Program Manager to support equitable family engagement programming including the Natural Leaders Program

Position: Family Engagement Program Manager

Schedule: Part-time, 20 hours per week, some evenings and weekends required

Compensation: \$30-32 per hour, DOE

Benefits: This position offers 15 days (60 hours) paid time off, 13 paid holidays (plus your birthday), and great flexibility.

Reports to: Director of Equity and Family Engagement

Location: Hybrid - combination of remote and in-person at our Shoreline, WA office

Organization: [Washington Alliance for Better Schools](#) (WABS) is a collaborative of school districts and industry leaders that leverages resources, talent, and intellectual capital to help over a quarter million students graduate career and college ready.

Equity, Diversity, and Inclusion statement: WABS is committed to addressing the systemic racism that creates disparities in education. We are committed to equity, diversity, and inclusion, which requires that we use our collective voice to identify and eliminate institutional barriers that deny equitable access and impact the success of Black, Indigenous, and people of color (BIPOC), and other underserved students.

Job Summary

WABS is seeking a dynamic and passionate person to serve as the Family Engagement Program Manager. This position will manage, refine and scale our Natural Leaders Program and work with the Director of Equity and Family Engagement to enhance and develop existing and new partnerships.

To be successful in this role you must have a passion for equity and racial justice and an understanding of the ways in which engaging with diverse communities is essential to dismantle barriers. You will need strong project management skills, outstanding written and verbal communication skills including facilitation, and the ability to take initiative and work independently. You will also need to be flexible and able to work with the communities we serve to co-create opportunities for successful collaboration between schools, families and communities.

Key Responsibilities and Essential Functions

Program Management

- Implement, assess, improve and revise the session agendas, training structure, and curriculum for Natural Leaders Trainer Academy, and other Natural Leaders professional development sessions..

- Work with Natural Leader District Leads, Natural Leader Mentors, and school based staff to recruit new Natural Leaders for each school year.
- When necessary, identify and hire trainers to implement the Natural Leaders Training Academy and NL professional development sessions.
- Work with community partners to offer more career and college pathway opportunities for Natural Leaders.
- Convene meetings and serve as a point of contact on program-related issues for key stakeholders; provide technical guidance.
- Build and manage volunteer support to successfully execute programs.
- Develop and manage program budgets; track and reconcile program expenses against budget.
- Publicly represent WABS to a broad range of stakeholders in both public and private sectors.
- Some regional travel is required to facilitate meetings and/or training sessions within our 13 school districts.

Qualifications

A successful candidate has a minimum of 3-4 years demonstrated experience with equitable family engagement programming. The candidate must have a reputation for exercising a high level of tact, good judgment, discretion, and diplomacy and have cooperative working relationships with diverse groups of people. Additionally, the successful candidate must have the ability to:

- Engage in co-creation processes with diverse communities furthest from educational justice
- Analyze situations with a racial equity mindset
- Effectively resolve conflicts to the benefit of the collective, team, and/or organization
- Build collaborative and trusted partnerships with families and school communities
- Facilitate professional development training that is engaging and culturally relevant
- Show strong organizational, planning, time management and anticipatory skills.
- Cultivate a work culture that embraces transparency, accountability, and collaboration
- Be resourceful and able to deal with ambiguity.
- Maintain confidentiality regarding all matters and have a high level of integrity.
- Understand how to use technology to communicate and breakdown barriers, especially: Zoom, Google Suite, and MacOS applications

Other preferred qualifications that will ensure success in this position include:

- Bilingual
- Experience as a Natural Leaders parent, family member, or staff person
- Some familiarity of family engagement frameworks including but not limited to, the Dual Capacity Framework and the Family Leadership Design Collaborative Framework

To Apply: Please send a resume and a one page statement answering the following questions to: jennifer@wabsalliance.org

Questions:

1. What is your definition of Equitable Family Engagement?
2. How have your work and/or life experiences prepared you to be successful in supporting this definition as the Family Engagement Program Manager for WABS?

Timeline: Position closes on May 31, 2022. First round interviews will take place on June 6th and 7th.