



RE-Center Race & Equity in Education
Race & Equity Program Director
Full-Time with Benefits
Reporting to: Executive Director

Mission

RE-Center *Race & Equity in Education* (RE-Center) is committed to building an equitable and just world where everyone has what they need to grow and thrive.

We work in partnership with youth, families, schools, and communities to facilitate nurturing spaces where people can understand and challenge systemic racism and oppression. In all of our programs, we practice critical questioning, cultivate connection, and inspire action.

Background

RE-Center provides support to all of those working to transform their K-12 schools and school systems into equitable learning environments. Our goal is to create an ecosystem of empowered students supported by conscious, critically thinking adults and supportive, safe schools and communities.

RE-Center (formerly The Discovery Center) has been working toward a future without prejudice since our founding by actor and philanthropist Paul Newman in 1992. We provide training, professional development, technical assistance, coaching, and other supports for all members of the school community including students, administrators, teachers, school staff, parents, and community members.

About the Program Director Role

The Program Director is responsible for the operational success of RE-Center's adult, outreach, and youth education programming. Reporting to the Executive Director, the Program Director oversees the program delivery of RE-Center's major race-equity training initiatives and serves as a lead facilitator and collaborator across the Programs department. This position is an opportunity to help build, refine, align and coordinate RE-Center programs to create positive outcomes aligned with RE-Center's mission.

Program Director Responsibilities include:

Program Development & Project Management

- Envision, create, develop and implement all aspects of our programs
- Develop and manage relationships with partner organizations and schools
- Research and generate learning frameworks
- Coordinate programmatic logistics and operations
- Collaboratively develop budgets, costs, and fee structures of programs

- Develop Scopes of Service and create materials (presentations, facilitator agendas, guidelines, handouts, handbooks, etc.)
- Serve as lead facilitator for programming; usually partnered with a co-facilitator

Talent Management & Supervision

- Supervise and mentor consultants supporting projects the Program Director oversees, including oversight of time-reporting
- Coordinate with Program Associate on training times, logistics, etc.

Qualities and Skills needed to succeed in this role include:

- Racial-Equity program development, implementation and evaluation experience
- Collaborative internal and external written and verbal communication (ASL and/or multi-lingual are a plus)
- Project and time management
- Virtual and in-person facilitation
- Budget development and management
- People management – direct and/or indirect
- Implementer – gets work done
- 5 or more years' experience as a K-12 Educator/Administrator (certification is a plus)
- 5 or more years' experience in racial justice, consulting, social enterprise and/or nonprofit management
- Multi-or bi-lingual a plus
- This is a full-time, exempt position

TO APPLY

Please email your resume and cover letter (*see format below*) to Micah Barber-Smith, RE-Center Race & Equity in Education at mbarbersmith@re-center.org

Please place the following in the subject line of your email:

RE-Center Program Director Application: (your name)

Cover Letter Format

We are really interested in understanding how you think, create strategy and consider/develop relationships. In your cover letter please address the following questions.

- 1. How do you make sense of the growing opportunity gap between white children and children of color in the American education system?***
- 2. There are many approaches we might take to address this opportunity gap. What do you see as the highest priority/most effective strategy for transformation?***
- 3. What is your experience with facilitation and project management?***