



Role: Director of Programs & Strategy

Start Date: September 1, 2024 (flexible)

Location: Hybrid (meetings or in-person duties in Greater Boston 2-3 days a week)

Salary Range: \$115,000 - \$125,000

In a Sentence: Lead the development and implementation of strategic program initiatives and partnerships to enhance and evaluate impact and generate program revenue, aligned with the organization's mission and goals to develop and sustain Black male teachers.

ORGANIZATIONAL OVERVIEW

About Us and Our Philosophy:

He is Me Institute (HIM) is dedicated to advancing education equity by fostering lifelong pathways to recruit, retain, and retire more Black male teachers. Collaborating with partners, we provide resources and guidance to Black males from preschool through their professional careers. Our program model is rooted in research and experiences, to which our “4E’s” are aligned:

- Black males must benefit from the **EXPERIENCE** of Black male teachers
- Black males must have early **EXPOSURE** to the profession
- Black males must be supported to **EXPAND** their teaching skills
- Black males must have the opportunity to **EXPLORE** their identities throughout their lives

Since launching in 2020, HIM has forged partnerships with institutions such as the University of Massachusetts Lowell, Boston Public Schools, and Breakthrough Collaborative to implement programs to inspire, develop, and support Black male teachers. Our partnerships align research with local needs to maximize impact.

To-date, our programs have yielded remarkable outcomes:

- 83% of college students reported enhanced effectiveness as teachers
- 80% of college students pursued teaching careers upon graduation
- 93% of teachers felt a greater connection with other Black male educators
- 93% of teachers felt ready to implement new teaching strategies

Committed to our mission of development, HIM is in a constant state of continuous improvement. Our data-driven team analyzes how we can enhance our work to improve impact for our communities. We believe that when we operate in the spirit of growth, we will be better equipped to advance the education field as a whole.

He is Me Institute encourages individuals of all backgrounds to apply for this position, and we do not discriminate on any basis prohibited by applicable law. We celebrate the diversity of our world and our community, and we seek to build a team that reflects that diversity in every way. We welcome and



encourage all qualified applicants who share that same vision, as we wish to engage all those who can contribute to our work and this mission.

THE OPPORTUNITY

He is Me Institute is currently seeking a first-ever Director of Programs and Strategy (DPS). HIM is emerging from its founding years ready to codify its program model, enhance key partnerships, establish a robust evaluation strategy, and chart a path toward programmatic growth. The Director is responsible for overseeing all HIM programming and program strategy to inspire, train, and retain Black Male Teachers. The DPS will also be a key member of He is Me's leadership team, responsible for setting the strategic direction of our growing organization.

The DPS is responsible for programmatic visioning, long-term planning, and evaluation, high level program oversight and will foster a culture of programmatic excellence. The DPS will have primary responsibility for ensuring strong relationships with our partners. The Director of Programs & Strategy reports directly to He is Me Institute's Chief Executive Officer.

POSITION OUTCOMES

A successful Director of Programs & Strategy will:

- Cultivate and sustain key partnerships to deliver and enhance program offerings that are identity-affirming and empowering for all participants
- Lead strategic initiatives for growth and innovation, including refining offerings based on research and data insights, maintaining consistent communication with stakeholders, and identifying opportunities for earned revenue.
- Ensure program excellence and accountability through clear evaluation strategy, effective communication of outcomes internally and externally, and efficient management of knowledge resources to drive organizational improvement.
- Drive continuous enhancement of program quality by integrating feedback from partners and participants to develop accessible resources and training materials that align with stakeholder needs and preferences.
- Cultivate and sustain positive relationships with program stakeholders, including participants, partners, and the wider community, to maximize collaboration and trust, thereby optimizing program impact and sustainability.

YOUR CONTRIBUTION

In this exciting role you will be responsible for a variety of critical leadership responsibilities including:

Program Strategy, Growth and Evaluation

- Plan for program growth, innovation, and improvement
- Codify program offerings based on research, data, and organizational strategy
- Research and recommend earned revenue opportunities and program pricing strategy
- Develop and oversee evaluation strategy and activities, aligned with the program model, including data collection systems and evaluation reporting



- Share He is Me's data and outcomes both internally (Board, Chief Executive Officer, Development team) and externally (partners, education field, donors)
- Develop a knowledge management system that supports information sharing and ensures He is Me remains a best-in-class Black male teacher development organization

Partnership Cultivation & Management

- Build awareness of HIM's mission and clearly articulate program impact to stakeholders
- Establish and deepen strategic partnerships with districts, colleges, community organizations, and other institutions to implement and improve programs
- Lead regular meetings, distribute program reports, and engage in informal touchpoints with current and prospective partners
- Develop and manage role descriptions and MOUs for partners and individuals who deliver programs
- Draft and ensure HIM's adherence to signed MOUs or agreements with partners
- Track partner engagement and communications in HIM's digital platforms
- Serve as a thought leader for external audiences

Program Leadership

- Ensure consistent high-quality programming, maintaining easy-to-implement resources and trainings, based on partner and participant feedback
- Ensure HIM's positive relationships with its participants, partners, and broader community
- Support in the development and execution of strong programmatic policies, systems, and infrastructure for effective program delivery, including managing partner responsibilities
- Oversee budget creation and management for the entire program in collaboration with the operations team and Chief Executive Officer
- Plan and lead regular program meetings or updates with internal or external stakeholders (e.g. leadership team, Board, advisors)

YOUR BACKGROUND AND QUALIFICATIONS

As the first-ever Director of Programs and Strategy, you will possess a reasonable combination of the following characteristics and qualifications:

- Passion for the mission of HIM, closing opportunity gaps, and supporting the professional growth of Black male teachers; prior experience with HIM or professional experience in educational settings is a plus.
- Six or more years of experience within leading educational programs, ideally serving Black male students and/or training teachers
- Expertise in multiple areas: Teacher Training, Program Design, Coaching, Relationship Management, Project Management, Mentorship
- Experience using data to drive programmatic decisions
- Experience managing and fostering positive relationships with schools, districts, colleges, and/or community organizations
- Effectively facilitate meetings with internal and external stakeholders while also offering support and maintaining positive relationships



- Strong interpersonal, communication, and organizational skills, adept at engaging with students, educators, and institution leaders.
- Demonstrated ability to manage multiple projects, adapt to changing priorities, meet deadlines, and navigate high-pressure situations with sound judgment.
- Exceptional written and verbal communication abilities, capable of effectively engaging diverse audiences.
- Prior experience advocating for Black male teachers and collaborating across organizations in education; familiarity with potential partners is advantageous.
- Flexibility that allows for periodic work on Saturdays and evenings
- Candidates with aligned identities of our participants are strongly encouraged to apply
- Bachelor's degree

COMPENSATION

He is Me Institute offers a competitive compensation package including flexible working hours, 12 paid holidays, and other fringe benefits. He is Me Institute makes an offer based on demonstrated impact and relevant experience.

HOW TO JOIN OUR TEAM

If you are interested in learning more about how your passion and experience can help He is Me meet its mission and grow its impact, please submit your resume or share your LinkedIn profile as well as a **thoughtful and targeted cover letter** outlining how your skills and experience meet the qualifications of the position and stating how you heard about this opportunity. Applications can be submitted to Robert Hendricks, Founder & Chief Executive Officer at jobs@heisme.org.

Applications will be reviewed on a rolling basis. Learn more about He is Me Institute at www.heisme.org.