## **Title: Program Manager - Learning Immersive Tech**

**Supervises:** LIT Teaching Artists

**Responsible to**: Director of Arts Integration

## **Annual Contract/Stipend: $21,000**

20 hours/week @ $22-24/hour (rate commensurate with experience)

Temporary, Part-Time, Term limited through August 31, 2019. Arts Corps and Reel Grrls hope to continue this role, pending funding.

**PROJECT OVERVIEW:**

Arts Corps and Reel Grrls Learning Immersive Technology (LIT) program addresses the need for low-income students of color in Seattle and South King County to gain equitable access to STEM fields through arts education. As district and state resources have ebbed due to budgetary cutbacks, arts experiences in the community and in K-12 schools have become increasingly limited or nonexistent. Arts Corps and Reel Grrls offer a viable and unique means of supplementing the current deficit of support for arts, tech, and computational learning through teaching artist-led workshops, as well as professional experiences and performance opportunities to support the skills acquisition of developing artists and technology innovators.

Using Arts Corps’ expertise in curriculum development for arts-based experiential learning, and Reel Grrls expertise in digital media creation, these two organizations are dedicated to developing creative habits of mind in young people and will play a major role in providing students with the skills needed and critical thinking required to successfully be working in 21st century careers. Both Arts Corps and Reel Grrls are committed to racial and gender equity and works to build capacity by recruiting and training students to be the next generation teaching artists, thus ensuring that our teaching teams reflect the identities of students.

## **EOE:**

Arts Corps is an equal opportunity employer and will not discriminate against any person on the basis of race, religion, national origin or sex in violation of Title VII. Arts Corps prohibits discrimination against employees, applicants for employment and students on the basis of age, color, disability, marital status, national origin, race, religion, sex, sexual orientation, or veteran’s status.

We’re more passionate about working with excellent people than in lists of qualifications. If you want to work with us but don’t check all these boxes, that’s OK. We still want to hear from you.

**Arts Corps:**

Arts Corps revolutionizes arts education by igniting the creative power of young people through culturally engaging learning experiences. We work toward a world where barriers to arts education no longer exist and all young people can creatively lead the transformation of schools, neighborhoods, and beyond.

Arts Corps is a nationally recognized youth arts education organization that works to address the race and income-based opportunity gap in access to arts education. Through participation in our arts integration, out-of-school arts and teen leadership programs, youth experience the transformative power of creativity and gain a deepened belief in their own capacity to learn, take risks, persist and achieve.

## **Reel grrls:**

Reel Grrls empowers young women and non-binary youth from diverse communities to realize their power, talent and influence through media production. We are the premier year-round media-training program for youth participants. At Reel Grrls, youth ages 9 – 21 learn production skills through hands-on workshops and classes taught by feminist media professionals and educators. Since 2001, over 5000 students have participated in Reel Grrls programs and Reel Grrls media have been honored in more than 90 film festivals globally. Reel Grrls is a 501c(3) non-profit organization with a mission to explore, critique and author media through a feminist lens.

## **Job description/purpose:**

The LIT Program Manager will be responsible for handling all aspects of the LIT Pilot Program Year; from start to finish to ensure young people understand how to utilize media production to showcase their voice and perspectives. This position is expected to coordinate and lead teaching artists and work with community partners to teach technical knowledge through programs centered around young people.

## **Responsibilities:**

* Demonstrated ability to run a Web team & process. Provide excellent management and leadership to the TA Media faculty and work collaboratively with staff, management, school partners, and IT support.
* Communicate with LIT team members and community partners effectively to ensure that program goals are being achieved
* Ensure program quality is taking place, and reporting back on program progress
* Work with the Arts Corps and Reel Grrls team to cultivate and maintain program partners
* Market and present web/digital strategies to diverse audiences, lead multiple projects and maintain schedules and budgets.

## **Experience/education:**

* 5+ years, plus 2 years management experience of Web team/projects
* BA or MFA Digital Media, Interaction Design, or related degree.

## **Key performance indicators:**

* Ensure program participants have a high-quality experience and are safe
* Ensure that programs produce work that are centered on youth voice
* Understanding of how to implement the Youth Program Quality evaluation tool and Social and Emotional Learning tools.

## **Requirements:**

* Self-starter who can work independently and in various working groups
* Arts, media, communications, or equivalent experience or education in a related field
* 3-5 years’ experience in teen programs (including youth supervision) and preferred specialized program areas such as youth media, youth leadership development and group work; or commensurate combination of experience and education.
* Experience working with low income, gender non-conforming youth and communities of color
* Experience instructing in formal and informal educational settings
* Excellent interpersonal skills, including the ability to work with diverse groups of people
* Experience providing mentorship
* Position will require travel throughout Seattle and South King County. Should have a valid driver’s license and access to a car
* Proficiency in Microsoft Office, Adobe Creative Suite

## **Preferred skills and experience:**

* Experience working in school settings with ages 14-19, and experience navigating school systems.
* Excellent web/digital media project management and estimating experience.
* Fluent in development optimization techniques to deliver the best user experiences in the most technically efficient manner.
* Experience in video production, 360 Filmmaking (VR/AR) including lighting, camera, storyboards, editing and sound
* Strong networking skills for building partnerships
* Established connections and networks in local youth development
* Audio Visual Tech Skills (trouble shooting, setting up audio visual presentations)
* HTML, XHTML, CSS design, cross-browser and cross-platform compatibility, Access, mySQL, javascript

## **Physical requirements:**

The employee should be willing to regularly lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, and depth perception.

**Compensation:**

20 hours/week; salary range: $20K to $22K depending on experience; generous benefits package includes medical, dental and vision, 13 paid holidays and 20 days of PTO annually.

To Apply: Send resume and cover letter to ed@artscorps.org by end of day on October 29th, 2018, and write “LIT Program Manager” in the subject line.