



Racial Equity & Social Justice (RESJ) PD Program Manager

How To Apply: Please visit www.pps.net/jobs and use job number 27005 to apply.

Salary: \$90,494 - \$108,055 – 260 Day Work year

About the Role

The RESJ Professional Learning & Development Program Manager leads the strategic direction, development and deployment of multiple programs designed to provide a variety of academic, social and/or emotional support services and guidance to district students and families. Employees in this classification manage assigned staff in multiple student success and support programs who work to achieve programs goals. In addition, employees may work directly with the students, parents, district staff and community stakeholders served by their assigned program and sit on panels and committees which are aimed at shaping processes and procedures to ensure that the PPS discipline process is supportive, equitable, effective, and restorative.

Representative Duties

- Lead and manage the development, implementation and monitoring of programs, standards, objectives and goals for assigned students and multiple programs; manage assigned staff and collaborate with school staff to monitor progress and effectiveness of assigned programs' activities; develop and implement improvement strategies as appropriate; communicate status, progress and concerns with district leaders, school administrators and staff, RESJ Partners, social service providers, families and students.
- Develop, gather and review a wide variety of records, reports, presentations and related materials to train and assist staff in determining appropriateness and eligibility for designated programs; gather information and supervise staff in the preparation, monitoring and follow-up on process dialogues, agreements and outcomes.
- Manage, lead, train and monitor staff to dialogue with students, parents, caregivers, school administration, student support team-members and other stakeholders; develop and implement strategies and supports to motivate program participants to develop skills and attitudes that achieve student success; develop and implement plans that meet identified needs and objectives.
- Establish rapport; manage, mentor, guide and monitor assigned partners, staff, students, teams and program designees to facilitate effective programs and processes.
- Lead programs' staff and collaborate with district staff, RESJ Partners, social services and other public agencies on student issues; develop programs and strategies and facilitate and coordinate internal and external agency opportunities to improve the academic, social and/or emotional needs of assigned students and programs as appropriate.
- Demonstrate a commitment to the Portland Public Schools Racial Equity and Social Justice Commitment by developing a thorough knowledge and application of the district Racial Educational Equity Policy, the [PPS RESJ Framework and Plan](#), and the

PPS RESJ Partnerships Investment Strategy and other board policies; participate in staff development, in-services and trainings related to diversity, equity and inclusion in the workplace and in K – 12 education; model appropriate behaviors; develop, recommend and implement improvements to educational practices with awareness and understanding of their impact in a racially and culturally diverse community.

- Lead and participate in trainings, in-services, workshops and meetings related to assigned activities; serve on a variety of district and community committees as assigned.
- Supervise the performance of assigned personnel; interview and select employees and recommend transfers, reassignment, termination and disciplinary actions.
- Create, maintain and distribute a variety of analyses, spreadsheets, records, reports, lists and files of general information and confidential materials.
- May administer program budgets, as assigned.
- Perform related duties as assigned.

Minimum Qualifications

- A Bachelor's degree in Education, Counseling, Psychology, Sociology, Criminology, Social Work or related field is required.
 - A Master's degree in one of the identified fields will substitute for one year of experience in a lead or supervisory role.
- Training or familiarity with (a) Conflict resolution techniques (b) One-on-one and group facilitation techniques (c) Multi-Tiered Systems of Support (MTSS) and Positive Behavioral Interventions and Supports (PBIS) and (d) Crisis management and intervention theories and techniques.
- Three (3) years working with children and/or adolescents to effect positive academic, social and/or emotional life-skills behaviors or one (1) year as a Program Supervisor or two (2) years as a Student Advocate is required.
- Any other combination of education, training and experience which demonstrates the candidate is likely to possess the skill, knowledge, ability and trait characteristics essential for this classification may be considered.