Chief Program and Impact Officer

About Us

Our purpose: To ignite and cultivate STEM confidence in ALL girls.
Our promise: She'll be ready. Preparing girls for a STEM confident future.
Our Big Hairy Audacious Goal: Educate 500,000 girls in STEM programs and careers by 2040.

The Role

The ideal candidate for the Chief Programs and Impact Officer (CPIO) position will have a deep passion for education equity and gender parity and possess extensive executive leadership and relationship-building skills, strengths in cultural competence, strategic communication, stakeholder management, and will bring experience closing significant negotiations and solicitations on behalf of our organization.

This position will report directly to the CEO.

Primary Responsibilities

The CPIO will be responsible for the day-to-day strategic and managerial leadership of the Programs team of passionate and experienced professionals charged with developing curriculum, executing programs, securing and expanding partnership and parental relationships.

The CPIO will serve as a critical member of the executive management team. In collaboration with the CEO, the CPIO will articulate and implement the strategic vision and leadership of Project Scientist; oversee a significant portfolio of programs and related services; evaluate the effectiveness of programs to provide ongoing feedback; help to promote and diversify funding through effective resource stewardship; raise the agency’s profile through external communications; provide mentoring, guidance, supervision, and professional development to staff; and enhance the structure of the
organization by staying abreast of developments in youth STEM, workforce and education.

**Program Funding Growth**

- Manage Programs budgets in accordance with Project Scientist’s policies and procedures.
- Accountable for financial goals through paid partnerships and paid program customers.

**Program Expansion and Impact Assessment**

- Develop and direct strategies to identify and secure new paid and funded partnerships including NPOs, School Districts, Independent Education Providers, Home-School organizations, and paying customers etc.
- Develop and direct strategies for Spanish language and Mexico program and partnership expansion.
- Steward and expand current Partnerships with NPOs, School Districts, Independent Education Providers and create new partnerships.
- Lead team to develop a process for evaluating and measuring new, innovative solutions to diversity and gender parity in STEM education and careers.
- Work with the Scientific Council and Director of Programs and Senior Programs Manager to develop a best-in-class STEM curriculum and programming for girls ages 4 - 18.
- Maintains knowledge and awareness of state standards, pedagogy, and innovations in student learning/development in expanded learning and K-12 education to support curriculum and program development.
- Provides strategic leadership & collaborative support for data & evaluation projects that critically examine program effectiveness and student impacts/outcomes.

**Team Management**

- Mentor and develop a team of direct reports, managing work allocation, training, problem resolution, performance evaluation, and the building of an effective team dynamic.
• Work with cross-functional teams to ensure integrated strategies for producing and measuring impactful results.
• Create accountabilities, and development goals; set objectives, review, and manage staff performance, mentor and develop individuals to achieve excellence, original thought, and proactivity in all aspects of their work.
• Build and manage high-performing teams.
• Influence and inspire team members at all levels to achieve highest standards of excellence.
• Deploy resources efficiently and effectively toward organizational goals, working with staff to balance workload and effort, and provide regular feedback so that key staff can continuously improve their supervision and mentoring skills.
• Create and support a high performing culture in the program department aligned with Project Scientist core values.
• Develop a team-based environment to motivate and inspire staff to work collaboratively toward vision and goal, by clearly communicating vision, implementing yearly staff development plans and mentoring.

Preferred Qualifications

• A commitment to help girls grow, learn, and connect to STEM in the pursuit of gender parity in STEM careers
• Bachelor’s degree (BA or BS)
• A minimum of 15 years of relevant, full-time work experience.
• Senior operational responsibility in education, philanthropy and/or business is preferred.
• Deep knowledge of programmatic landscape, academic standards, and extensive relationships within the public and non-profit sectors.
• A background in program evaluation and a commitment to the critical importance of measuring impact as an element of effective philanthropy.
• Strong organizational skills and the ability to adapt and work well under pressure in a fast-paced, multi-task environment.
• Excellent written and verbal communication skills including public speaking.
• A master’s or professional degree is preferred.
• Ability to be both a long-term strategic visionary and to understand current on-the-ground realities, including the operational constraints and priorities of community-based organizations and local government.
• Embraces ambiguity and has a willingness to “roll up their sleeves”
- A high degree of self-awareness, humility, and diplomacy.
- Bilingual and Biliterate in Spanish preferred.

**Benefits**

- 100% Paid Medical, Dental, Vision
- 403 (b) Matched Retirement Plan
- Flexible schedule
- Ability to work remotely
- PTO
- Wifi / Mobile phone stipend
- Maternity/Paternity Leave
- Free Project Scientist tuition for daughter

Final offers of employment are contingent upon the successful completion of a background check that may include employment history, national criminal background check, national sex offender registry search and a driving history check.

Project Scientist does not discriminate on the basis of race, color, national origin, religion, sex, gender, gender expression, gender identity, sexual orientation, physical or mental disability, military, genetic information, ancestry, marital status, age, citizenship or any other basis prohibited by law in any of its policies or programs.

**Project Scientist Team Values**

**Team First:** we support each other

**Accountability:** responsibilities are assigned and accepted

**Personal Growth:** we admit mistakes, we seek feedback, we strive for our full potential

**Determination:** we persist in the face of difficulties

**Integrity:** we are honest, and we keep our word, ALWAYS