



of Metro Denver

Inspiring all girls to be strong, smart and bold

Calling all trailblazing educators! Join Girls Inc. Metro Denver. Prepare to break free from traditional educational constraints and embrace a transformative approach that puts the joy of learning at the forefront. You will have the freedom to unleash your creativity, infusing each session with a blend of engagement, fun, and hands-on exploration. We need passionate educators who are ready to ignite sparks of empowerment, shaping a generation of unstoppable young women. From STEM to finance, relationships to leadership, be the catalyst that fuels their success. Collaborate with a dynamic team, celebrate diversity, and leave an indelible mark on girls' lives. Unleash your enthusiasm, compassion, and commitment to make a lasting impact.

All Girls Inc. employees are eligible for an impressive benefits package, including:

- 100% employer covered medical insurance for employee
- 100% employer covered vision insurance for employee
- 100% employer covered life insurance for employee
- 3% 403b contribution after employee passes 3 month probationary period (no required employee contribution to obtain this benefit)
- Annual bonus eligibility, dental insurance, flexible schedule and PTO benefit, flex spending account, sabbatical and more
- For candidates pursuing their LCSW credential, free supervision is available

Ready to join our strong, smart, and bold team members and illuminate the future for girls in Metro Denver? Your exceptional skills and unwavering dedication will carve a legacy of awe-inspiring, unstoppable young women who will shape the world of tomorrow.

Pay range: \$45,000 - \$50,000

Location: 1499 Julian Street, Denver, CO 80204

Position Summary:

The College Success educator provides case management and leads college preparatory classes for participants in our center-based programming as well as in outreach partnerships. As an educator with a focus on college prep, you will help support participants in the college scholarship process, navigating financial aid, working with institutions and granting partners to support the advancement of participants reaching success in higher education. The educator will also work with alumni who may be in college or recent grads for continued coaching and mentoring. You will also support the Manager of College Success in the planning and executing of college tours. As an educator on the Teen Team you will also be trained to deliver our sexual health curricula to 2-4 school partners/community organizations each semester during the school year. Ages of participants vary with a primary focus on teens.

Educators utilize curricula in the following areas:

1) **STRONG** Programs: Healthy Living (ex: healthy sexuality, mental and physical health, and social emotional learning)



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2) **SMART** Programs: Academic Enrichment & Support (ex: literacy & STEM)

3) **BOLD** Programs: Life Skills (ex: entrepreneurship, leadership, advocacy, financial literacy)

Supervisory Responsibilities: None

Duties/Responsibilities:

Program Implementation (80%)

- **Facilitate hands-on college preparatory programs** that empower girls as leaders of their learning journey.
- **Create a safe, supportive environment** through effective classroom management, a pro-girl approach, and culturally responsive practices.
- **Provide coaching and case management for girls**, offering social-emotional support, direction, motivation, and behavior management.
- **Evaluate programs to drive growth**, implementing goals and effective evaluation strategies.
- **Embark on daily routes**, picking up girls from local schools in our 15-passenger vans.
- **Assist with program logistics**, from structured free time to opening/closing, supporting fellow educators, and more.
- **Coordinate and supervise participants** during field trips and special events, including out-of-state travel and overnight college trips.
- **Train, coach and supervise high school interns** participating in summer job training internship experience.

Program Administration (10%)

- **Track program budget**
- **Enter program data** in the Compass360 system (ex: classroom attendance)
- **Daily administrative duties** such as expense reports, program plans, data entry and general office and classroom tasks

Organizational Support (10%)

- **Assist with special events**, including within other departments at GIMD.
- **Assist with upkeep of shared spaces** (ex: organize, clean, report repairs, etc.)
- **Fully engage in training**, team and staff meetings, and other learning activities.
- **Perform other job functions as needed**

Required Skills/Abilities:

- **Cultural Competence:** Has an appreciation for diverse populations, cultures, and economic experiences. Exhibits commitment to social justice values and anti-oppression analysis. Demonstrates a commitment to the positive parameters of GIMD's professional behaviors (see link above).
- **Youth Development & Facilitation:** Ability to facilitate and manage groups of at least 15 youth. Ability to inspire, stimulate and support youth self-empowerment and social-emotional development from a feminist, anti-racist and anti-oppression lens.
- **Professional Assets:** Critical thinking and a belief that we can all learn from failure and improve outcomes through reflection. Flexibility with a higher tolerance for uncertainty and fast-pace that comes from working in a youth-centered space. Self-starter skills with willingness to find solutions



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rather than wait for direction. Values collaboration and supporting colleagues to advance GIMD's mission. Curiosity and ability to make generous assumptions about themselves and others.

Education and Experience:

Education

- B.A. or B.S; in a related field preferred or equivalent of 3+ years of experience in related field

Experience

- Experience facilitating youth programming for groups of at least 15 participants.
- Experience working with girls.
- Experience supporting youth in the college application process, including college, scholarship, and financial aid applications.
- Experience working in positive youth development settings.

Physical Requirements:

- Prolonged periods of sitting at a desk and working on a computer
- Must be able to lift up to 15 pounds at times
- Prolonged periods of driving while on daily routes, field trips, and or college tours for occasional over night trips

Additional Requirements:

- Possess a valid Colorado driver's license, (or willingness to obtain one within a month of employment) with a driving record that allows employees to be covered by agency auto insurance and drive agency vehicles (must be at least 21 years old) with at least 2 years of driving experience.
- Access to a personal vehicle to travel to school sites in Metro Denver. Mileage reimbursement provided.
- Bilingual Preferred: English/Spanish

How to apply: Please complete the application form, which includes uploading your resume, [here](#).