**Position:** Program Director
**Location:** Bay Area, CA/New York, NY

## ABOUT BLACK GIRLS CODE

Launched in 2011, Black Girls CODE (BGC) is devoted to showing the world that black girls can code, and do so much more. By reaching out to the community through workshops and after school programs, Black Girls CODE introduces computer programming and technology to girls from underrepresented communities in technology areas such as web design, robotics, gaming, mobile app development and more.  By cultivating the next generation of coders we hope to grow the number of women of color in technology and give underrepresented girls a chance to become the future leaders in technology and the masters of their technological worlds.  We thrive on working in a collaborative, fast-paced environment. We represent a diversity of backgrounds, a wealth of experience and a lot of fun.

## POSITION

The Program Director  will play a key role on the Black Girls CODE team as we scale and grow our K-12 programs. We're looking for a proven leader, change agent and innovator to help us build sustainable and scalable programming and expand our presence and impact overall. We are looking for someone with a deep passion for tech diversity and inclusion and a strong sense of creating positive change in the world through social impact work. The successful candidate for this role must have proven leadership ability in an established organization with key management experience leading teams and work groups.

This position will report directly to our VP of Programs and can be based in either office location.

## RESPONSIBILITIES

- Oversee and drive the expansion, implementation, evaluation, research, and continuous improvement of our Summer Programs and Code Clubs, while ensuring program alignment to organizational goals and objectives
- Supervise assigned program staff and manage team professional development initiatives.
- Codify program operational processes and operations to include program logistics, funding and support models, program budgeting and planning, corporate and community partner cultivation, etc.
- Participate in regional affinity groups and technology events, as appropriate, to enhance BGC's global impact and presence
- Work collaboratively with other Program Directors and cross-functionally to execute our organizational vision and strategy for inspiring and empowering young women of color to embrace technology as creators and innovators
- Utilize data to track and report program performance and progress and identify areas of improvement to promote organizational growth

**QUALIFICATIONS**

This is an extraordinary opportunity to be part of a small and growing team in a dynamic startup environment. The position offers great potential for learning and affords real opportunity to have a tangible impact on communities across the country.

**REQUIREMENTS**

- Minimum 8+ years' experience in an executive or management role OR 10 years of related university experience in a STEM field or Education
- Experience working in a fast paced nonprofit or start-up environment with a focus on developing and scaling programs
- Experience managing teams and internal development initiatives
- Exceptional organizational skills and ability to balance multiple priorities in a constantly
- Proven ability to build and leverage relationships with diverse audiences and partners
- Experience cultivating internal and external constituencies and building long-term relationships to achieve broad, mutually satisfying goals
- High cultural competence with experience serving diverse populations and disengaged youth from under-resourced communities
- Integrity, maturity, credibility, and a demonstrated commitment to BGC's mission