Position: National Engagement Manager
Supervisor: National Engagement Director
Location: Brooklyn, NY

BACKGROUND
NPower is a high-performing leader in providing pathways to successful digital careers for veterans and young adults from underserved communities across the US and Canada. NPower’s award winning training programs use curriculum informed by senior industry leaders and labor market trends. On average, NPower graduates 85% of enrolled students, and has over an 80% rate of success for employment or continued education within 6 months of graduation.

We address many of the primary barriers that our young adult and veteran community confront. Beyond free technical classes, our career training programs provide in-demand certifications within weeks, paid internships, professional networking and mentorship with business leaders, soft skills coaching, connection to social services, job placement assistance, transit assistance and an opportunity for graduates to give back to the program via our professional volunteer network. We provide ongoing career coaching, advanced certifications, and leadership development for our alumni, ensuring that we are developing true pathways for long-term success for our students.

POSITION SUMMARY
NPower is seeking a passionate individual to nationally drive the success metrics for the Advancing Young Women of Color initiative and national mentorship program. The Advancing Young Women of Color initiative works to increase the percentage of women graduates in NPower’s technology training programs, increase the number of female instructors and promote the conversation of increasing the number of women of color entering the technology field by hosting several roundtable events nationally. The National Engagement Manager will support the management of all aspects of the initiative including planning, organizing, and reporting to achieve the program initiatives across our programs nationally. This role will help to source, vet and train mentors and mentees in the national mentorship program.

The National Engagement Manager will encourage the regions, Program and Operations, Marketing, Data and Operations, and the Strategic Partnerships teams to be more inclusive of women pertaining to recruitment methods, classroom experiences, internship placement and long-term career support and mentorship across NPower.

Responsibilities:
(Program Management/Engagement/Mentorship)

- Assist in the project management of NPower’s Advancing Women of Color initiative across the network (Harlem, Brooklyn, Jersey City, Newark, Baltimore, St. Louis, Dallas, Detroit, San Jose and San Francisco). This includes recruitment, retention, advancement and programming direction and support. A summary of the objectives is listed below:
  - Continue to strengthen recruitment of female students to 40% and the professional development to support their retention and growth.
  - Integrate best-in-class, individualized coaching and mentoring opportunities into our model to help female students bridge the period from their internship into careers, to thrive and grow in their early stage careers, and to consider advanced certifications and/or coursework.
  - Increase leadership skills training to accelerate their job performance and career trajectory.
Offer more proprietary Advanced Technology Training Certifications and provide distance learning offerings

- Attain and maintain at least 40% of NPW’s instructor staff who are women
- Develop a pipeline of NPW alumni to return as instructors and gain experience advancing new generations of tech talent

- In collaboration with iMentor, the National Director and regional teams, will oversee and manage the work for the national mentorship model including the sourcing, training, matching and maintenance of mentor/mentee relationships.
- Help to organize coalition members from nonprofit partners, corporate partners, tech affinity groups and thought leaders.
- Partner with the regions and Strategic Partnership team to coordinate and facilitate roughly twenty-eight women focused events across NPW’s network during the two-year grant period.
- Assist in the production of the annual women’s convening.
- Organize a network of nonprofit partners, influencers and individuals serving young women of color to create best practices on building a talent pipeline and thought leadership opportunities.
- Work with the national programs team to: ensure the consistent implementation of effective recruitment strategies and methods to increase the percent of women graduates in NPW’s Tech trainings for young adults, develop and implement effective methods to communicate recruitment strategies and methods to increase the percent of women graduates in NPW’s Tech trainings for young adults.

Program Evaluation, Reporting, & Communication

- Collaborate with the Programs and Operations team to communicate the assessment and improvement of current curriculum and instructional culture for gender sensitivity or hidden bias with NPW leadership.
- Work with the Program team to identify areas of development in current programs where staff and current operations can improve the recruitment, retention, and success of young women students.
- Coordinate with data operations to track, record, and compile program performance data; analyze program results and present findings to management/stakeholders.

Organizational support

- Recruit and screen volunteers for the mentorship program and provide support to participants throughout mentorship cycle.
- Help to solidify NPW’s reputation as a thought leader in the Women in Tech space by engaging in targeted events with like-minded national and regional STEM organizations.
- Develop a nationwide corps of mentors and sponsors to support women graduates when they enter the workplace. Utilize best practices for long lasting impact on mentees.
- Work closely with partner companies to leverage relationships with corporate women in tech affinity groups.
- Leverage the Learning Management System to develop opportunities for continuing education and career advancement opportunities for young women.
- Work with the marketing team to organize, coordinate and implement events in order to promote the Advancing Women of Color Initiative.
• Be actively involved with women centric non-profit organizations.

**POSITION QUALIFICATIONS**

**EDUCATIONAL REQUIREMENTS**

At minimum one of the following must be met:

A four-year college degree

At least five years mentorship management and/or education development/counseling experience

At least three years of event coordination experience

**SKILLS & ABILITIES**

**Baseline Skills:**

1) Must be computer literate, comfortable with utilizing Salesforce or experience with utilizing a database

2) Ability to prioritize and multitask

3) A passion for helping people grow, develop themselves, and better their lives and their community

4) Excellent interpersonal skills and communication (oral, written, and listening) skills; comfort level in conducting outreach to business partners

6) Experience conducting analytical research and creating reports

7) Experience in one or more of the following fields helpful but not required: workforce development, youth development, human resources, IT staffing, social services or event planning

**Additional Requirements:** This position requires some evening and occasional weekend work hours to facilitate, host and organization alumni social, professional and continuing education events/workshops.

**COMPENSATION:**

Commensurate with experience

**HOW TO APPLY**

Submit a cover letter explaining your interest in the position and a resume to haniyyah.glenn@npower.org

*As an equal opportunity employer, NPower encourages diversity and does not discriminate in employment on the basis of age, race, color, creed, gender, religion, marital status, national origin, disability, or sexual orientation.*