



Leflore Legacy Academy

Our Purpose. Your Promise.

Manager of AmeriCorps Programming

Do you want to help build a game-changing school?

Leflore Legacy Academy was unanimously approved by the MS Charter School Authorizer Board in September 2019 and will open in Greenwood, MS to 120 6th grade students in Fall 2020. We will grow one grade level a year until we reach 8th grade in the 2022-23 school year. Leflore Legacy Academy has a passion and desire to offer equitable education options to students in the MS Delta beginning with Greenwood. We believe every student deserves a top-notch education and simultaneously seek to create one of the best places to work in the Greenwood area.

Our Mission

We believe education is THE civil right of the 21st century. Our mission is to equip and empower middle school students with a rigorous and relevant college preparatory education that is personalized for success in high school, college, and life. This mission leads to our vision of creating culture of college-going and college-graduating students who will become productive and prepared citizens enjoying academic, social and financial success.

At Leflore Legacy Academy, we count on every adult to exhibit our core values of **Excellence, Empowerment and Enjoyment!**

Position Summary

The Manager of AmeriCorps Programming for MS Delta Academies ~ Leflore Legacy Academy will work collaboratively with a team of Leflore Legacy Academy staff members, AmeriCorps Mississippi representatives, and an independent consultant to plan and develop after-school and summer programming to be staffed by AmeriCorps members. This position is funded by an AmeriCorps Planning Grant.

Competencies & Qualifications:

- Bachelor's degree in education, business, or other relevant discipline. Master's preferred.
- Experience working with schools and/or non-profits preferred.
- Growth mindset.
- Commitment to the Leflore Legacy Academy mission.
- Familiarity with or connection to the MS Delta region is also preferred.
- Excellent oral and written communication skills.
- Outstanding record-keeping and organizational skills.

- Must be able to establish and maintain cooperative and effective working relationships, analyze situations accurately and adopt an effective course of action, meet schedules and timelines, and work confidentially with discretion.
- Interest in or knowledge of the AmeriCorps program is a plus.

Responsibilities:

- As part of a collaborative team, design a plan for after-school and summer programs to be staffed by AmeriCorps members, including a logic model, performance measures, data collection, outreach, recruitment, training, compliance, and budget.
- Participate in mandatory trainings and conferences (some travel may be required) to develop learning around key AmeriCorps fundamentals.
- Track and report outcomes and expenditures associated with the AmeriCorps program Planning Grant.
- Support and execute job duties at the school level that further develop and align with building an AmeriCorps program.
- Participate in school-related activities that relate to the management of the AmeriCorps program.

Compensation

Within an energetic, focused, and detail-oriented start-up environment, we equip staff with the tools needed to succeed, including a dedicated professional workspace and resources, laptop computer, high-speed internet access, and necessary office supplies. Our salary is competitive, commensurate with experience, and includes benefits.

Commitment to Diversity

Leflore Legacy Academy is actively seeking to build a diverse and experienced team. As an equal opportunity employer, Leflore Legacy Academy hires without consideration to race, religion, creed, color, national origin, age, gender, sexual orientation, marital status, veteran status, or disability.