

Cricket Media, Inc.
TryEngineering Together and CricketTogether Program Coordinator
(eMentoring Programs)
McLean, VA

About Cricket Media:

Cricket Media® is a mission-based global education company creating high-quality print and multi-media products for children, families, mentors, teachers, and partners that improve learning opportunities for everyone. Led by our 11 award-winning children's magazines and our customizable research-tested collaborative learning platform, we are committed to creating and supporting innovative learning experiences that help children safely explore and engage with their expanding world.

Cricket Media's flagship supplemental curriculum programs, CricketTogether and TryEngineering Together (a STEM-based program created in partnership with IEEE) are evidence-based eMentoring programs that promote 1:1 collaborative, authentic, and ambitious literacy and subject matter learning between students in grades 3-5 and carefully screened adult mentors, especially in under-resourced communities.

About the Position:

CricketTogether and TryEngineering Together, Cricket Media's award-winning flexible Employee/Community Engagement eMentoring programs connect online reading of award-winning content, a structured curriculum, and adult eMentors to some of the country's highest-need classrooms in a successful effort to increase students' interests and abilities in reading, writing, STEM and critical thinking.

Cricket Media seeks an ambitious, organized, highly-effective K-12 teacher leader or program manager with strong teamwork, leadership and interpersonal skills to serve as Program Coordinator, providing day-to-day leadership and oversight for CricketTogether (www.crickettogether.com) and TryEngineering Together (<http://tryengineeringtogether.com>). The ideal candidate would be a teacher leader who has additional experience either working with an education publishing company or a digital learning company and has worked in under-resourced communities and is committed to helping all children succeed.

This position reports to and works closely with Cricket Media's Vice President of Education Products in the development and management of Cricket Media's educational specifications, projects and product offerings. The Coordinator has primary responsibility for managing the content and supporting users within the eMentoring products. In addition, the Coordinator will help expand the Cricket Media community, serves as a key contact with partner schools to develop enlightening and engaging educational experiences and content, and helps leverage Cricket Media's print media for digital social learning and collaboration.

This full-time position is based in our McLean, VA office.

Responsibilities:

- Manage the day-to-day operations, expand and manage online communities of CricketTogether and TryEngineering Together
- Design and deliver webinars, demos and online professional development to support program implementation and sales
- Monitor program/product usage including overseeing the development of internal and external program reports
- Assist the Vice President of Education Products with the evaluation of eMentoring products for quality and to enhance online delivery design
- Build and support relationships with outside sponsors, schools and other stakeholders
- Work collaboratively with other Cricket Media teams (education, legal, marketing, sales, tech, user support team) to ensure functioning and thriving online environments across eMentoring products

Qualifications:

Education and Publishing Background Preferred

- Education degree or experience with managing education products
- Excellent interpersonal, oral communication and presentation skills
- Excellent written communication skills. Seeking a versatile, thoughtful, engaged/engaging, organized, efficient writer who feels comfortable and confident writing to a variety of audiences (internally, clients/sponsors, teachers, students, alike) for a variety of purposes (press releases, reports, email communications, newsletters, site copy, etc.)
- Knowledge of best practices in online teaching, online educational tools, and digital and blended learning methods (prefer candidate with experience in teaching online courses)
- Demonstrated expertise in creating professional development materials and leading online training

Project Management Background

- Strong teamwork and interpersonal skills, with the ability to work successfully across organizational boundaries to develop and deliver new programs, projects, standards and plans
- Ability to manage several complex projects simultaneously
- Experience developing and managing project budgets and schedules
- Strong organizational skills
- Deadline and detail oriented with ability to multi-task
- Strong analytic skills
- Ability to lead by example – be a manager and the leading contributor – including the ability to define, produce and execute upon projects in an independent manner, and possess a strong work ethic and track record for success
- Track record of achieving or exceeding expectations/assigned metrics
- Good technical understanding (basic proficiency with Word, Excel, PowerPoint, etc.) and can pick up new tools quickly
- Ability to work in a high-energy, fast-paced, entrepreneurial environment

Working at Cricket Media:

Cricket Media has a diverse workforce with individuals who are leaders in their fields committed to making a difference at the intersection of content, technology, and education. Our staff is universally committed by the desire to “do well and do good.” People who are proactive, value these ideas, understand how to make them real at scale, and who thrive in a fast-paced environment will do well at Cricket Media.

Our culture values and encourages creativity, transparency, accountability, and integrity. Cricket Media is an equal opportunity employer and does not discriminate in employment. We also offer a full range of employment benefits for our regular full-time employees.

To apply: Send cover letter and resume. **Please reference “Program Coordinator”** in the subject line. No phone calls, please.