Learning Communities Facilitator

Position Description
Learning Communities are multi-month, sustained engagements focused on developing and reflecting on educators’ practice to be more equitable, learner-driven and hands-on. The Learning Communities Facilitator develops and facilitates ongoing, powerful learning experiences that support educators to integrate liberatory, maker-centered learning into their practice. In order to do this work, they collaborate with external partners and internal staff to plan and co-create learning experiences. The Learning Communities Facilitator reports to the Evaluation & Scalability Manager.

The Learning Communities Facilitator – Roughly 50% of the Learning Communities Facilitator role will be centered on the work of Making Spaces, 35% of their time supporting learning events and contract-based learning communities, and 15% in general Maker Ed organizational work.

Roles and Responsibilities
Making Spaces
The Making Spaces Program is a 30-month professional learning and capacity building program designed to support leadership around maker education and build the foundation for lasting, embedded change in three core areas: pedagogy, community, and culture, with an emphasis on sustainability + growth. This position will be supporting the five Regional Hubs in Cohort 5, each of whom is partnering with multiple participating educational sites in their local region. Maker Ed supports Hubs as they support Sites to jumpstart and sustain maker education through professional development, tools, resources, and community engagement. Click here for more information on Cohort 5 Timeline and Milestones or read more about Making Spaces in our blog.

- Facilitate regular learning sessions and meetings with Hubs based on existing plans and resources. For cohort 5 (consisting of five organizations) this includes:
  - Monthly virtual 90 minute whole cohort learning sessions
  - Monthly virtual racial caucus groups
  - Monthly virtual 45 minute coaching meetings with each Hub
- Facilitate yearly in-person workshop sessions with Hubs
● Collaborate with the Making Spaces team to iterate on existing plans, agendas, and resources as necessary. Develop new agendas and resources when emergent needs arise.
● Support Hubs as they develop their own professional development programs by modeling best practices and leading them through processes to design a program that will work for the Hub and their Sites.
● Effectively manage program timelines to ensure timely completion of program deliverables
● Reflect on the Making Spaces program and give input in the design of the following year’s cohort.

Learning Communities Design & Facilitation

● Holding collective planning and collaboration spaces – Facilitate collaboration and planning spaces with partners and internal staff to create responsive and equity focused experiences aligned to community and client needs as well as Maker Ed’s core work and values
● Content Creation & Documentation – Develop and refine professional development activities and experiences
● Activity/PD Facilitation - Facilitate learning community cohort spaces which include community building, pedagogy shifts, hands on or experiential practices and reflection.
● Storytelling – Document Learning Communities as part of the evaluation and storytelling process, including collecting stories, photos and/or blog writing
● Evaluation – Support with the collection of data around the Learning Communities and their impact on educator practice and youth experiences.

General Roles and Responsibilities

● Facilitate or support learning events – this can include planning for, collaborating around, doing outreach for, facilitating, creating resources for, reflecting on, and participating in storytelling around learning events.

Content, Impact, Communications, Partnerships & Development

● Create and implement outreach, recruitment, and marketing plans for Making Spaces & Learning Communities, in collaboration with the Learning Communities team and Director of Communications
- Support the development of an evaluation plan for Making Spaces & Learning Communities in collaboration with the Learning Communities team and Evaluation & Scalability Manager
- Develop relationships with Making Spaces Hubs and other external partners in order to give input into partnership participation and direction
- Participate in organizational work, including sprints, support squads, whole group visioning, racial affinity groups, and workshops focused on healing and liberatory learning.
- Share the work of Maker Ed externally, including at conference presentations and other events

ACCESSIBILITY & WORK ENVIRONMENT
Maker Ed staff currently all work remotely, but are planning to re-open with a hybrid and flexible office schedule in late summer/early fall. Our national office, “The Community Studio,” is located in Berkeley, California. We are open to this being a remote position, but we have a preference for candidates who would also be working on Pacific time or are within driving distance from our office. We are also interested in meeting candidates who might be interested in moving to the Bay Area once the COVID-19 pandemic is over.

- Requires sitting, talking, and listening for 4+ hours per day. An average of 4-5 hours per day will be spent at a computer using a keyboard. Reaching with hands and arms is necessary. Certain situations may require lifting items up to 20 pounds. Position requires the ability to travel by car or plane for required local and national travel.
- Most work to be performed at location in the Berkeley-area office. Shared office space that has continuous ambient noise and a combination of artificial and natural light. Closed-door offices without natural light are available for private meetings and additional workspace.
- Occasional local SF Bay Area travel may be required for this position.

HOW TO APPLY
Visit https://makered.org/get-involved/careers/apply/ to submit your resume, cover letter, and a sample of your work. Applications will be accepted on a rolling basis until the position is filled. The application process will include an initial remote conversation (via Zoom or phone) with one Maker Ed staff, a remote interview (via Zoom) that includes submitting work on a sample project, and a final remote interview (via Zoom).
DETAILS AND LOGISTICS

This is a full-time position, which is currently four days a week. This schedule will remain through August 2021 and may return to a five-day work week in September.

The salary range for this position is $55,000-$60,000. In addition, we offer 100% employer paid health, vision, and dental coverage for employees and dependents are covered with a $25 monthly co-pay. In addition, we match requirement contributions up to 5% with flexible investment opportunities to help you manage your personal financial planning.

We offer these supports to promote work - life balance:

- Paid time off: vacation; holidays; sick days (if you, a partner, family member are sick) and mental health wellness time.
- We close down for 1 week in the summer and 2 weeks in December to provide all staff time to rest and take a break together.

ABOUT MAKER ED

Maker Ed is a non-profit organization dedicated to creating more opportunities for all young people to develop confidence, creativity, and interest in science, technology, engineering, math, art, and learning as a whole through making. Through its support of educators and communities, Maker Ed plays a national leadership role in both broadening access to and deepening the impact of meaningful making and learning experiences for youth.

Learn more about who we are and what we do at MakerEd.org.

Maker Education Initiative is an independent 501c3 and “at-will,” equal opportunity employer. Maker Ed is committed to equity as an organizational priority and we strongly encourage applicants from a diversity of backgrounds and from communities most impacted by an unjust education system. Employees shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, mental or physical disability, sexual orientation, gender identity (including pregnancy and/or gender expression), color, marital status, veteran status, medical condition, or any other classification protected by federal, state, or local law or ordinance. Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please
advise in writing of special needs at the time of application. Maker Ed is committed to building a diverse staff and strongly encourages applications from candidates of color.

Our Vision
Learning isn’t filling a bucket: it’s lighting a fire. At Maker Ed, we are building towards a vibrant future where every child’s passion comes to life. We believe maker-centered learning has the power to transform the educational experience for every child, and we imagine a future in which all children—regardless of class, gender, race, ability, or geography—have equitable access to learning experiences that support the development of their own agency and problem solving dispositions as they become lifelong change-makers.

Our Mission
The mission of Maker Ed is to harness the potential of making to transform teaching and learning.

Maker Ed’s Values
We are a values driven organization, and believe that in order to do our work effectively, we must model the practices and values inherent in the work we do. Our values drive our decision making, programs, and the learning experiences we hope educators will shape for children when they engage in making.

- **Equity.** We believe maker education must ensure that every child gets what they need to develop creativity, knowledge, and skills for life.
- **Community.** We honor the history, culture, strengths, and leadership in communities. We value teamwork and collaboration, building relationships and connecting with others to achieve common goals
- **Joy.** We believe that classrooms should be lively and full of joyful exploration and discovery, understanding that hope plays an integral role in being able to imagine and work towards a vibrant future.
- **Agency.** We trust that children are inherently capable and we prioritize learners receiving the resources and support they need to voice and act on their unique thoughts, choices, and ideas.
• **Learning.** We believe that learning experiences should create opportunities for students to follow their own passion and curiosity, find their purpose, and become lifelong learners.