



Career Pathway Liaison

ACE Amandla Charter High School is seeking a dedicated leader to serve as the **Career Pathway Coordinator** in the College and Career Department. This position requires a professional who understands and sees the benefits of a career in architecture, engineering, construction management and the apprenticeship trades. We are seeking an individual that collaborates well with others and can manage both details and relationships.

About Us

[Ace Amandla Charter High School](#), a new charter school that has grown out of a merger between ACE Technical and Amandla Charter Schools, invites energetic and committed educators to apply to the position of Founding **Career Pathway Liaison**. We are looking for individuals who possess outstanding instructional and analytical skills and who are collaborative, creative, and willing to give 100% to co-create a school that is truly unique and transformational for students. We are a safe and welcoming environment that provides a sense of belonging to all students. We offer a college preparatory curriculum that emphasizes career readiness in architecture, construction, and engineering.

Duties and Responsibilities:

The Career Pathways Liaison works with the Board of Directors to fulfill the mission of the school.

- Work one on one with students to develop/stimulate interest in pursuing careers in architecture, construction, and engineering and the building trades.
- The coordinator will identify, prepare, and support students with the specific purpose of increasing the percentage of students entering ACE focused fields of post-secondary study.
- Meet with students and parents one-on-one for post-secondary career counseling.
- Assist students with resume development, job searches for trade related internship and permanent employment opportunities.
- Build/maintain relationships with post-secondary schools with construction and architecture and engineering related programs.
- Build/maintain relationships with local unions to understand entrance requirements and track apprenticeship testing schedules.
- Ensure that students meet all the necessary requirements to pursue a career in the building trades consistent with their area of interest.
- Develop and maintain an ACE field related student database that specifically denotes student's demographics, field of study, progress, anticipated month/year of completion of program, as well as the identification of the firm and or company where employment has been secured.
- Assist student in identifying and securing documents needed to make application to union apprenticeship programs.
- Track all high school student focused activities related to architecture, construction and engineering.

- Develop and execute a calendar of events including student workshops, trade fairs, field trips to colleges with architecture, construction and engineering related programs and field trips to apprenticeship training schools.
- Assist Teachers with integrating construction centered curriculum into their courses.
- Manage partnerships with organizations interested in creating exposure opportunities for students (job shadowing, mentoring, internships, etc.).
- Compile list of extra-curricular and exposure opportunities for students entering the trades; recruit student interest, identify students of best fit, assist and track applications and completion.
- Compile list of summer trades opportunities (jobs, internships, enrichment programs); stimulate student interest, identify students of best fit, assist and track applications and completion.

Qualifications:

- Bachelor's degree or Associate's degree with comparable work experience
- Proven track record of success as a teacher
- Experience in one or more of the building trades (carpenter, electrician, plumber, etc.)
- Knowledge and/or relationship with postsecondary schools with engineering, architecture and construction management programs
- Experience working with high school aged urban youth
- Experience with Information Systems

Desired traits include:

- Exemplary rapport with adults and students
- Works well within a team structure
- Sees the construction industry as a viable and valuable career path
- A proactive individual with a keen interest in continuous improvement. Consistently seeking and suggesting methods and processes that will improve student outcomes.
- Possesses the sense of urgency that our work demands to make significant strides in student achievement and outcomes

Compensation and Benefits:

- Compensation based upon education and experience
- Full health benefits (choice of BlueCross BlueShield HMO or PPO health insurance as well as vision and dental insurance) for full time staff
- This is a 10.5-month full-time exempt position.
- Typical hours are 7:30AM-4:00PM with occasional evening and weekend commitments.
- While this is a full-time position we are willing to consider part-time hours for the right candidate

ACE Amandla Charter High School is an equal opportunity employer. ACE will not discriminate against any person in employment because of race, color, marital status, parental status, ancestry, source of income, religion, sex, gender, age, national origin, sexual orientation, veteran status, need for special education services, or any other protected status.

Application Procedure: Submit a cover letter and resume to aceamandlahiring@gmail.com.