



## **Director, Oakland Space Academy**

**Chabot Space & Science Center** is a non-profit science center and observatory dedicated to inspiring and educating learners of all ages about the Universe and planet Earth. Chabot's mission is to spark and engage curiosity, deepen access and inclusion within science education, and provide opportunity for pathways into careers in the sciences.

Situated on a beautiful 13-acre campus nestled in the redwoods of Oakland's regional parks, the Chabot Space & Science Center includes immersive exhibits, hands-on learning activities, science festivals, a state-of-the-art planetarium, and is home to the official NASA Ames Visitor Center. Chabot's research-level astronomical observatory, featuring three large scale telescopes, is the largest observatory complex free for regular public viewing in the Western United States.

At Chabot, we:

- Conduct ourselves with honesty, transparency, and ethical behavior, maintaining the trust and confidence of our community.
- Foster a culture of collaboration, valuing the diverse perspectives, ideas, and skills of our staff, volunteers, and partners, recognizing that collective efforts drive positive change.
- Encourage creativity and innovation, embracing new ideas, and approaches that advance our mission and optimize our impact and promote ongoing professional development, fostering a culture of learning, growth, and continuous improvement, where individuals are empowered to reach their full potential and contribute their unique strengths.
- Treat all individuals with dignity and respect, appreciating their unique backgrounds and experiences, fostering an inclusive and welcoming environment for everyone.
- Actively seek partnership and collaboration, recognizing that working together with others strengthens our ability to make a meaningful difference in the communities we serve.
- Measure our success by the positive impact we make in our community, always seeking ways to address emerging needs, adapt to changing circumstances, and make meaningful and lasting change.
- We believe that everyone deserves a career they love. We strive to build a diverse team that reflects the people we serve; this is made possible through our commitment to fostering a culture of diversity, inclusion, equity, and connectedness.

### **Director, Chabot Space & Science Academy: Job Summary**

The Academy Director is responsible for the design, program development, and implementation of Chabot's full workforce pipeline including high school and post high school programs. This includes the Work Based Learning opportunities at Chabot as well as apprenticeships, internships and other off-site experiences. It also includes the science content, durable skills, and technical skills incorporated into the different facets of the Academy. The Director holds the equity vision of economic empowerment, and its centrality to the mission of Chabot and the Academy. They ensure implementation aligns with this vision and continually pressure test results and impact.

The Director is also responsible for external relations with Oakland partner high schools and program HUBs as well as off-site organizations sponsoring internships and apprenticeships. It includes more general relationships with workforce development, linked learning, and economic development organizations as well as higher education, particularly community colleges. They are also responsible for major grant development and management in collaboration with the Development Department, particularly with education and workforce development funders outside of the traditional science center space.

The Academy Director is a member of Chabot's Senior Staff and as such has shared responsibility for organization-wide strategy and structure. They work closely with other departments, finding synergies and efficiencies for increased impact.

### **Duties / Responsibilities:**

- Hold and continually course correct for Chabot's equity, access, and economic empowerment goals.
- Hold, articulate, and inspire Academy and Center staff, Academy participants, and partners to the vision and quality implementation of the Academy.
- Lead / oversee design work for the competencies, curriculum, badges and professional portfolios for durable skills, technical skills, and science content for all programs in the Academy.
- Coach Academy staff in planning, training and assessing this curriculum including direct instruction, project-based learning, work-based learning, and differentiation for GEs entering with a range of experiences.
- Lead external relations with K-12, particularly Oakland partner schools; higher education; workforce development, economic development and linked learning

organizations; and employers. This includes input on partnership programs and engagement across the range of partnerships.

- Responsible for Academy budget development, major grant development and donor engagement in concert with the CEO, Controller, and Development Department.
- Lead systems-building and operations - with delegation as appropriate - for schedules, integration with the larger science center activities, budget and grants management, and Academy personnel management.
- Serve as an education resource for Chabot as needed.
- Collaborate with Center departments to create mutually beneficial synergies between the Academy and the Center and to reimagine the Center as a workforce development site.
- Able to regularly work one weekend-day a week with a variable schedule.

**Required Skills and Abilities:**

- Experience in delivering and /or supporting high quality inquiry and project based formal and informal STEM education.
- Experience designing and delivering programs focused on education and economic access and empowerment.
- Experience serving and engaging a diverse community of students and families including those who are multilingual.
- Experience in implementing or supporting the design of competency systems, including assessment and credentialing, badging and / or documenting competency.
- Experience with delivering and / or supporting linked learning, work-based learning, job training, apprenticeships or workforce development.
- Experience with grant development and donor engagement with knowledge of the workforce development sector.
- Experience in managing budgets over \$3M and direct reports.
- Experience in a leadership position in a complex public-facing organization.
- Experience creating partnerships including schools, higher ed, CBOs and business.
- Experience navigating and interfacing with the community college system and higher education in general.
- Strong written and verbal communication skills.
- Bilingual and biliteracy skills strongly preferred, especially Spanish.
- Work experience in a non-education organization, particularly one that is STEM or STEM-adjacent, preferred.

**Education:**

- Bachelor's degree required, other relevant certificates, training or credentials encouraged.
- Education or work experience that is aerospace related encouraged.

**Salary:** \$120,000 – \$150,000/year

**Benefits Include:**

- Dental insurance
- Health insurance
- Life insurance
- Paid time off
- Vision insurance

**Work Environment:**

Must be committed to working in a diverse workforce with dignity and respect, appreciating unique backgrounds and experiences, and fostering an inclusive and welcoming environment for everyone.

**Physical Requirements:**

The physical requirements listed below are characteristic of those that must be met to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- Ability to sit, stand, and walk for extended periods of time.
- Ability to lift 25 pounds.
- Ability to work indoors in environmentally controlled conditions, or outdoors in seasonal temperatures.
- Ability to work in a sometimes loud and active environment for an extended period.
- Ability to work in crowded environments.

**Application Requirements:**

- Please upload a copy of your Resume and Cover Letter to: [Director, Oakland Space Academy](#)

## **CHABOT IS AN EQUAL OPPORTUNITY EMPLOYER**

Chabot is an Equal Opportunity Employer committed to diversity, equity, and inclusion. Our employees are people with differing strengths, experiences, and backgrounds who share a passion for bringing science to the full range of our community – sparking excitement about a universe of possibilities beyond our planet. Diversity not only includes race and gender identity but also age, disability status, veteran status, sexual orientation, religion, and many other parts of one’s identity. All our employees’ points of view are key to our success, and inclusion is everyone’s responsibility.