Position Description: Teacher Professional Development Content Creator

Reports to:    Director of Teacher Professional Development
Location:     Memphis, TN

Organization

Founded in 2015, CodeCrew is creating diversity and inclusion in computing through education, workforce development, and advocacy.

Since our founding, CodeCrew has taught coding and computer science to nearly 10,000 unique K-12 youth, while mentoring them to pursue college, career, and entrepreneurship. Our K-12 curriculum includes teaching kids to build mobile apps, websites, and video games, as well as building and programming robots and drones. Additionally, CodeCrew trains teachers to teach computer science and advocates for public policy that promotes computer science education for K-12 students.

Beyond K-12, CodeCrew launched its Code School in 2018 to serve adults of all ages through a bootcamp-style curriculum that readies them for entry-level software engineering positions. Placed graduates of the Code School average starting full-time salaries over $55,000 per year.

In addition to Code School, CodeCrew formally launched its teacher development department in 2023, serving the need to develop more computer science teachers in Memphis and across the US.

Annual Revenues:  $2+ million

For more information, please visit www.code-crew.org.
Position

CodeCrew is seeking a dedicated and ambitious Teacher Professional Development Content Creator to help support the organization’s effort in developing computer science teachers across Memphis and the US. As a Teacher Professional Development Content Creator, you will play a key role in developing high-quality professional development content centered around computer science education. Your work will empower teachers to effectively teach computer science and prepare students for a technology-driven future. You will contribute to our vision of becoming a regional and national center of excellence in training K-12 teachers in computer science education. The role of Teacher Professional Development Content Creator will involve approximately 60% content creation and 40% virtual/in-person professional development facilitation. Additionally, there will be occasional travel, approximately 15-20% of the time, outside of Memphis, TN.

Responsibilities

- **Computer Science Content Development:** Create engaging and informative professional development content for teachers, including hands-on training sessions, workshops, and resources focused on various computer science concepts and technologies.

- **Online Resource Creation:** Develop online resources such as videos, tutorials, and interactive simulations to support teachers in their preparation and enhance student learning.

- **Ongoing Professional Development:** Contribute to the planning and delivery of ongoing professional development opportunities, including webinars, workshops, and conferences, to help teachers stay up-to-date with the latest developments in computer science education.

- **Curriculum Alignment:** Assist teachers in aligning their curriculum with state and national standards for computer science education, with a primary focus on integrating computer science into other subjects.

- **Certifications and Endorsements Support:** Provide training and supplemental support to help teachers meet required certifications and endorsements, such as the national Praxis Computer Science exam or state-level equivalent endorsements.
• **Diversity and Inclusion Support**: Develop resources and deliver training to promote diversity and inclusion in computer science education, ensuring equitable access to computer science education for all students.

• **Educational Technology Support**: Offer guidance and support to teachers on the effective use of educational technology, including software, hardware, and online tools, to enhance student learning in computer science.

**First 30 Days Priorities**

• **Develop a Grade-Banded Computer Science Education Curriculum Plan**: Gather existing internal and relevant external teacher professional development curricula related to computer science, create any necessary internal curricula, and document a grade-banded curriculum plan for applying these resources.

• **Create a Computer Science Toolkit of Unplugged Activities**: Design and compile a collection of unplugged activities, including comprehensive lesson plans, for computer science teachers to facilitate engaging and hands-on learning experiences.

• **Webinar and Workshop Content Creation**: Develop content for webinars and workshops, focusing on robotics, computer science education, and effective teaching strategies, to facilitate teacher professional development sessions.

**Qualifications**

• Bachelor's degree in computer science, education, or a related field (Master's degree preferred)

• 2-3 years of experience in teaching computer science or delivering professional development in the field

• Strong knowledge of computer science concepts, technologies, and educational practices

• Familiarity with curriculum development and alignment processes

• Excellent written and verbal communication skills

• Ability to work collaboratively with a diverse team and stakeholders

• Strong organizational and time management skills

• Passion for promoting diversity, equity, and inclusion in computer science education
Salary/Benefits

Starting salary for this position is $55,000. CodeCrew offers a competitive salary and benefits package, including health insurance, paid time off, 401(k), and professional development opportunities.

Applications

To apply, please submit a cover letter and resume to careers@code-crew.org. CodeCrew is an equal opportunity employer and welcomes candidates from diverse backgrounds.

Please note: This job description is subject to change to best suit the needs of the organization.