

**Position Title:**

Program Manager, Districtwide LGBTQIA2+ Student Supports  
Grade 32

**Department:** Student Success and Health

Reports to: Liane O'Banion, Title IX Director

**Position Summary:**

Utilizing leadership, advocacy, and collaboration, this position manages professional development, designs and implements systems and practices, and guides student support services that are focused on creating safer, welcoming school environments that support social-emotional wellbeing, are LGBTQ2+-inclusive, and focused on the intersectional needs of BIPOC (Black, Indigenous, and People of Color) students and their families.

The Program Manager implements a comprehensive program designed to support the academic and social-emotional well-being of PPS students who identify as LGBTQIA2+ (Lesbian, Gay, Bisexual, Transgender/non-binary, Queer/Questioning, 2 Two-Spirit, Intersex, Asexual or + recognizes that there are myriad ways to describe gender). The role ensures every school in the district is able to: (1) foster and build an educational environment that is safe, welcoming, and free from stigma and discrimination for all students, regardless of gender identity or expression, (2) to facilitate compliance with local, state, and federal laws concerning bullying, harassment, and discrimination, and (3) to ensure that all students have the opportunity to express themselves and live authentically.

**Representative Duties:**

1. Provide schools, district staff, and identified professional groups with a planned and sequential professional development program that supports the development of desired competencies and skills including direct delivery and creation of both in-person and online (synchronous/asynchronous) content.
2. Provide support to district and school staff, students, families, and other stakeholders in support of gender-inclusive and anti-racist school practices that prevent and/or remedy discrimination and bias.
3. Demonstrated commitment to Portland Public Schools [Racial Educational Equity Policy](#) (2.10.010-P), Gender Diverse Student Policy and 1.080.20 Anti-Harassment/Discrimination Policy; familiarity with Oregon's [LGBTQ2SIA+ Student Success Plan](#)
4. Promote and advocate for the development of inclusive, equitable policies, procedures and programs that assure the well-being and social-emotional health and development of LGBTQIA2+identifying students and families.
5. Represent the Student Success & Health Dept to the public and work to increase awareness of district-wide supports; provide referrals to relevant community organizations, resources, and partners.

6. Participate and support staff, district and building administrators in responding to incidents of bias or hate, harassment/discrimination, including collaboration with school teams & Student Success & Health staff to take appropriate and immediate action to end the harassment, prevent its recurrence and remedy the effects on individuals and the school community.
7. Build and maintain partnerships in the community that enhance and strengthen resources available to LGBTQIA2+ youth.
8. Ensure district compliance w/changing federal and state mandates to ensure district supports are grounded in law and best practices for school districts. Stay informed regarding ODE and OCR guidance.
9. Lead the All Gender Restroom Stakeholder Advisory Task Force to advise and recommend strategies to ensure equitable access to restrooms throughout PPS schools.
10. Coordinate and organize district clubs/organizations that support students such as providing leadership for school GSA/QSA advisers and/or district events that create affirming spaces, promote community and wellbeing and that provide support to historically underserved populations such as the annual GSA Student Summit including budgeting, coordination, and day-of leadership.
11. Analyze, distribute and support the collection of national, state, and district data with particular focus on historically underserved students such as LGBTQIA2+, BIPOC and those with intersecting identities.
12. Perform related duties as assigned by the Title IX Director.

*“Studies have shown that women and people of color are less likely to apply for jobs unless they believe they meet every one of the qualifications as described in a job description. We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. We would encourage you to apply, even if you don't believe you meet every one of our qualifications described. If you are unsure whether you meet the qualifications of this position, or how this would be determined, please feel free to contact Human Resources or the Department Hiring Manager to discuss your application.”*

### **Employment Standards:**

Knowledge of:

- Systems and strategies that create gender-inclusive and anti-racist school environments.
- Professional or **lived experience** with education programs supporting LGBTQIA2+youth with particular knowledge of the intersectional experiences of BIPOC students and communities.
- Effective program management, needs assessment, goal setting, plan formulation and program evaluation strategies.
- Strong public speaking, research, facilitation, and writing skills
- Demonstrate a commitment to the values outlined in the district's racial equity and social justice policies
- Comfortability supporting youth and/or LGBTQIA2+ individuals, facilitating community education, and/or other professional development

- Comfortability with current state and federal laws, regulations, and guidelines related to discrimination and harassment based on gender, gender identity or protected class including OAR's, Title VI of the Civil Rights Act, Title IX of the Education Amendment Act, and other requirements proscribed by the U.S. Department of Education's Office of Civil Rights (OCR).
- Establish and maintain cooperative and effective working relationships with others.

LICENSURE REQUIREMENT: None; Minimum: Bachelor's degree required

SALARY: Grade 32, non-represented

WORK YEAR: 260

FTE: 1.0 FTE