

Curriculum & Content Manager

Reports to Director of Implementation & Engagement

The Curriculum & Content Manager for CATCH Global Foundation leads the development and continual improvement of CATCH's library of evidence-based curriculum & training across a range of whole-child wellness topics including nutrition and general health education; physical activity & physical education; substance misuse & vaping prevention; Social Emotional Learning (SEL) & mental health; and Whole Child wellness policy, systems, and environment (PSE).

KEY RESPONSIBILITIES

- Responsible for content development and maintenance, including both curriculum & training, to deliver equity-minded programs that are culturally responsive, rooted in science and evidence-based practices, and meet the needs of our diverse profile of school partners.
- Collaborate with a team of Content Producers, contribute to annual goals & objectives for the team, and manage the curriculum and content budget.
- Gather and synthesize input from external sources and internal content experts on Partnerships, Production, Implementation, & Training teams to inform content development strategy and roadmap.
- Identify and manage outside contractors and Subject Matter Experts to inform, write, and/or update curriculum and training content.
- Provide thought leadership and represent CATCH programs and products through participation in conferences, webinars, podcasts, and contributions to other media outlets.
- Support business development by contributing to grant proposals and project bids with regards to program development components including national and state learning standards alignment.
- Other duties, as needed.

SKILLS & COMPETENCIES

- Bachelor's degree required; additional consideration for those with a graduate degree or other certification in Education or Public Health.
- 5+ years of experience in the writing, design, and development of K-12 education standards-aligned curricular programs and/or resources in the areas of health education and physical education
- Experience working closely with K-12 educators and/or administrators, including an understanding of how curricular resources are adopted and utilized in a real-world setting.
- Knowledge of the Ed Tech sector, including the latest tools, trends, and technical requirements.
- Content expertise in CATCH's content areas: health & nutrition education, physical education, social & emotional learning (SEL), and substance-misuse prevention.
- Understanding of principles of adult learning and experience developing effective professional development in a variety of delivery modalities including in person, live virtual, and asynchronous.

While our organization was founded in Austin, TX – where a (slim) majority of our employees still reside – we are a 100% virtual work environment. We have regular in-person retreats (travel/lodging provided) to help us develop and grow together as a team, as well as get to know one another on a more personal level. Day-to-day, you can expect to interface with the rest of the CATCH team via video/voice calls, email, and Slack.

Job Classification: Full-Time (Exempt)

Location: Anywhere in US (virtual)

Salary: \$60,000-\$70,000 commensurate with experience.

Benefits: 100% employer-covered health insurance (other opt-in benefits available), 401k, generous vacation and parental leave policies, company retreats to fun cities around the US (Austin, Denver, Chicago, Nashville), and work-from-home setting with flexible scheduling.

To apply, please submit a resume to jobs@catch.org