



Job Title: K-12 Program Manager

Company: Trilith Institute

Location: Fayetteville, GA

Job Type: Consultant/Part-Time with the potential to turn full-time

About Trilith Institute and Story Arts:

Nothing has the power to impact the world like Story. Economically and culturally, the film, television, and media we consume shape us in profound and life-altering ways. Yet today, the stories that drive the global entertainment industry are generated by a handful of people who live similar lives in similar places. Oftentimes, new voices don't have the training or the means to get their stories told—but Trilith Institute is here to change that. We are dedicated to discovering and developing the next generation of storytellers and empowering them to create culture-enriching content that captures fresh and diverse perspectives. With this work, we are driving economic opportunity and advancing human progress forward to a better future. For more information visit: <https://trilithinstitute.org>

Story Arts equips students to discover their voice, find their passion, and impact their culture through an interdisciplinary curriculum developed by industry experts, educational leaders, and creative minds. For more information visit: <https://www.storyarts.co/>

Job Description:

As the K-12 Program Manager at Trilith Institute, you'll spearhead the oversight of Story Arts programs. This position is instrumental in building and maintaining the Story Arts Network database, leading professional development for teachers, and adapting higher education curriculum for K-12 settings. Collaborate with the Director of Academic Programming to shape courses, and support outreach initiatives, speaking events, and marketing efforts.

Key Responsibilities:

- Oversee management of all Story Arts programs and courses.
- Engage with the Story Arts Collective.
- Respond promptly to all K-12 inquiries regarding Story Arts and Trilith Institute, fostering relationships and facilitating meetings with both key stakeholders and potential partners.
- Facilitate field trips, guest speakers, and Trilith Experience tours for K12 students, as appropriate.
- Build and maintain the database of organizations within the Story Arts Network.
- Oversee a cloud of contractors to create, publish, and promote online courses.
- Coordinate and lead professional development training opportunities for K12 teachers.
- Lead outreach initiatives on behalf of Story Arts in K12 spaces, including speaking events and press/publications.
- Assist with existing Trilith Institute programs (summer camps, workshops, etc.) that fall under the K12 umbrella.
- Take Trilith Institute higher ed curriculum and adapt it for K12, where applicable.
- Work with Trilith Institute Director of Academic Programming to establish and finalize courses for Story Arts.
- Provide Story Arts updates at weekly Trilith Institute team meetings.
- Assist Trilith Institute's Marketing Manager with the creation of marketing materials for Story Arts programs and courses.
- Provide additional support when needed.

How to Apply:

Please email info@trilithinstitute.org with your resume/CV and cover letter. The subject line of the email should read: First Name_Last Name_K-12 Program Manager