

# Personalized Professional Learning Director

## Position summary

CTQ is committed to the vision of great public schools that work better for every student. This position supports partners and educators eager to explore and implement innovative personalized professional learning strategies, develops related organizational strategy, and builds networks that demonstrate, share, and scale impact of personalized and competency-based learning.

This remote position is full-time with an anticipated salary range of \$80,000-100,000. CTQ also offers a generous benefits package that includes medical, dental, vision, life, and long-term disability insurance (with premiums fully-paid by CTQ for employees); paid leave; and matched contributions to a fully-vested retirement plan.

CTQ is an equal opportunity employer committed to growing the diversity of its team. Candidates who are of color, multilingual, or of immigrant background are especially encouraged to apply.

## Application process

Interested candidates should forward a cover letter, resume, and related work samples to Teresa Durn at [todurn@teachingquality.org](mailto:todurn@teachingquality.org). Please place the position title in the subject line of your email. Unfortunately, we are not able to accept calls related to the position due to volume of inquiries. We welcome inclusion of references in application packets, though these are not required until after an interview. Our process includes application screenings on a rolling basis, followed by two interviews that allow candidates to ask questions about the organization and position and to meet a cross-section of our team.

## Core responsibilities

- Lead strategy development across all personalized professional learning (PPL) projects and initiatives at CTQ;
- Lead facilitation (directly and with teams) and consultancy with K-12, higher education, and other partners pursuing use of micro-credentials and other PPL strategies ;
- Collaborate with other staff to build internal practice, knowledge, and communications on PPL and micro-credentials for national and targeted local audiences;
- Collaborate with staff and consultants to develop content, coaching, learning experiences, and other resources that advance PPL and micro-credential systems; and
- As needed, coordinate the work of staff and consultants to accomplish programmatic and strategic goals.

## Critical success factors

- Demonstrated strength as a facilitator, project manager, and interdependent member of collectively led teams;
- Ability to work in in-person, virtual, and hybrid contexts;
- Knowledge of policy and practice landscape for personalized and competency-based learning;
- Ability to translate that knowledge into sound guidance and support within CTQ and for external partners;
- Demonstrated ability to use data and analytics to inform decision making (internally and with/for partnering teams);
- Ability to produce (or manage production of) clear, concise materials and communications reflecting programmatic priorities; and
- Commitment to align work with values of collective leadership, diverse engagement, equity, and inclusion and contribute to a healthy organizational culture.

