Personalized Learning Facilitators

Qualifications:
1. ND High School Teaching Credential (preference for Math, Social Studies or Science); preference may be given based on student requests.
2. 5 years of education experience preferred.
3. One year project/team leadership experience.

Job Goal: Work collaboratively to research, design and implement a variety of personalized learning pathways for students to achieve fulfillment of their potential. Responsible for providing support in designing of units and lessons; content knowledge in all academic areas; analyzing data in order to modify curriculum and forms of assessment; and, sharing of best practices for personalized learning.

Position works with both student and adult learners as well as community members.

TERMS OF EMPLOYMENT: Salary and work year to be according to the current and subsequently negotiated schedules and contracts.

EVALUATION: Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on evaluation of professional personnel.

Essential Functions:

- Works without direct guidance.
- Resolves highly complex problems using project management strategies.
- Leads teams in planning, implementing, and supporting personalized learning.
- Lead teams in planning, implementing, and supporting educational technology innovations such as blended environments.
- Manages projects from conception to implementation to maintenance.
- Experience and comfort with standards-based instruction, assessment and reporting.
- Experience and comfort using technology-based systems for curriculum, assessment, and data.

Job Responsibility Categories

Teaching and Learning: Work collaboratively with staff and student learners to build authentic personalized learning experiences that allow fulfillment of learner potential. Model and implement research-based effective instructional strategies for personalized learning. Collaborates to create and implement a competency-based (standards aligned) system to honor student learning in a variety of ways (online, internships, projects, seminars, classroom, etc.) Provides an atmosphere and environment conducive to the intellectual, physical, social, and the emotional development of learners. Communicates and interacts with students, parents, staff, and community.

Project and/or Personnel Management: Plans budgets, if applicable. Meets deadlines. Organizes and motivates employees and/or colleagues. Researches, plans, and leads teams to implement personalized learning innovations. Supports and builds capacity for integration and use of instructional technology tools (including LMS, Powerschool, Google, website, etc.) Creates plans and composes messages/communique on project plans and results to a variety of audiences. Operates from a systems perspective. Understands how systems interconnect. Predicts, listens, and responds to needs by planning and implementing system improvements. Collaborates with diverse teams to the production of project plans and accomplishment of identified deliverables. Evaluates project team progress using program evaluation processes. Model and support the use of blended learning systems.

Decision Making and Analytical Thought: Makes decisions that are aligned with organizational thought, are fair and consistent. Follows existing decisions and seeks input when unsure. Synthesizes information. Identifies and uses data and feedback to make improvements. Consults with schools/departments on new projects and initiatives to provide leadership and facilitate personalized learning environments.

Quality and Results: Demonstrates accuracy and thoroughness. Shows a high commitment to quality. Creates flowcharts or step-by-step processes (checklists) documenting procedures to maintain quality and consistencies. Tracks and analyzes trends around program and learner needs that assist in future planning and support improvements. Builds in pilot, feedback, and revision cycles to ensure the best possible experience for all stakeholders. Evaluates progress on personal and team goals and strives for continuous improvement