Digital Learning Associate

Start Date: **Immediate**
Team: **Systems & Data**
Location: **New Haven, CT or Brooklyn, NY**

About Achievement First:
Achievement First, a non-profit 501(c)3 charter school management organization, operates 34 public charter schools in Brooklyn, Connecticut and Rhode Island. The mission of Achievement First is to close the achievement gap and deliver on the promise of equal educational opportunity for all children, regardless of race or economic status. Achievement First currently educates more than 14,000 students in historically underserved neighborhoods, with over 90% of our students identifying as Black and Latino. With its college-preparatory focus, the Achievement First approach is attaining breakthrough academic gains throughout the network. Beyond our students and schools, Achievement First is an engaged and prominent partner in the larger conversation about how to improve public education and student achievement in our country.

Achievement First's approach to teaching and learning enables every student to succeed at the highest levels. This involves:
- Recruiting and developing successful teachers and school leaders and empowering them to use student data to strategically drive instruction;
- Creating a joyful school culture where it is "cool to be smart" that emphasizes character education and focuses students on college;
- Providing students with more time on task and intense intervention when they are struggling so that no child falls through the cracks.

For more information about Achievement First's mission, approach, schools and team, please visit our website at www.achievementfirst.org.

About Team Systems & Data:
Team Systems & Data works to ensure that both the leadership and teachers at Achievement First and its network of schools have the data, analysis, reports, and skill sets to support strategic decision-making and to inform instructional planning. Team Systems & Data accomplishes these objectives by supporting and coordinating high-quality data practices in schools, by creating and managing systems to support data collection and student learning, by conducting a rigorous analysis of the data to identify patterns and insights, and by reporting these findings to key constituencies both inside and outside the organization.

Summary
Over the past five years, Achievement First has taken significant steps to develop an innovative instructional model that leverages technology to amplify teacher impact, maximize learning time and differentiate learning. Through rigorous experimentation and open dialogue with AF teachers, school leaders and experts, Achievement First's technology initiatives have delivered promising results. Moving forward, the organization is committed to integrating technology into the curriculum at all grade levels. Achievement First is seeking an enthusiastic and collaborative Digital Learning Associate with a problem-solving orientation to lead the support, implementation, training and ongoing refinement of our digital learning and technology integration work across our network of schools. This position offers the opportunity to be at the forefront of this instructional work at one of the nation's top charter school networks

Responsibilities of the Digital Learning Associate will include but are not limited to:

- Partnering with other school-facing network teams to provide in-network consultations to our schools as needed for support and solutions to emerging needs
- Managing digital learning program vision and implementation. Acting as a thought partner to the network leadership teams to help embed technology into instruction and contribute to the development of clear programmatic recommendations for school leaders
- Project managing any programmatic changes downstream implications on technology infrastructure, hardware, and software in schools
- Developing software documentation and training materials for Digital Learning Liaisons who support software at the school level
- Managing technical systems to connect Digital Learning software and hardware to our network and schools
- Building relationships with education technology vendors to ensure that systems requirements are implemented as expected and escalating technical issues for timely resolution
- Engaging with teachers and students to solicit feedback on digital learning software and technology hardware
- Establishing and implementing digital learning systems and codifying best practices at schools

Skills and Characteristics

The ideal candidate meets most of the criteria below and is eager to learn and develop in all of them.

- Understanding of educational technology and digital learning approaches
- Knowledge of Google Chrome applications and programs
- Strong problem solver who can effectively diagnose problems so that the right resources can be brought to bear
- Strong project management skills
- Able to create clear school-facing communications and training materials
- Able to manage toward long-term strategy, while executing on short-term needs
- Ability to thrive in a fast-paced, entrepreneurial environment; flexible, able to work autonomously as well as take direction as needed
- Calmly handles ambiguity and is resourceful in pursuit of outcomes
- Belief in the Achievement First mission and educational model
- Maturity, humility, strong work ethic, sense of humor, and "roll-up-my-sleeves" attitude

Educational Background and Work Experience

- Bachelor's degree from a competitive college or university,
- Knowledge of Blended Learning models and practices
- Demonstrated effectiveness in leading efforts to integrate technology into classroom teaching
- Experience with educational technology and digital learning models/applications, demonstrating a strong track record of program development and integration
- At least one year of experience as a classroom teacher

Compensation

Salary for this position is competitive and commensurate with experience. Additionally, Achievement First offers a comprehensive benefits package.

To Apply

Complete this application form to submit **both** a cover letter and resume: https://goo.gl/6NbnZH . Applications without a cover letter will not be considered.

In your cover letter please describe your overall interest in the position and how your professional and/or academic background make you a good fit.

Applications will be accepted on a rolling-basis until the position is filled. Candidates are encouraged to apply as soon as possible.

Achievement First is an equal opportunity employer and an organization that values diversity. People from all diverse backgrounds are strongly encouraged to apply. Spanish language proficiency is a plus. You can learn more about diversity at Achievement First here: http://www.achievementfirst.org/about-us/diversity/.