

Deputy Director, California

Position Overview

The National Center on Education and the Economy strives to build broadly-shared prosperity in the U.S. by ensuring that every child develops the academic, social, and emotional competencies necessary to compete in the global economy and contribute to a democratic society. NCEE identifies and studies the highest performing, most equitable education systems in the world and synthesizes that research into a blueprint for strengthening education in the U.S. NCEE then partners with policymakers and education leaders in states, districts, and schools to collaboratively redesign and co-create rigorous and coherent systems of education that will deepen our children's learning and produce equitable outcomes for all students that enable them to succeed. We are the largest provider of professional learning support to K-12 education leaders in the country, and a leader in international education research and system design. In California, we are the fastest growing provider of leadership support, and are working with county, district, and school leaders to improve leadership, instruction and student learning at scale.

Position Summary

NCEE is dedicated to improving the learning of all students through the delivery of professional learning and technical assistance to education leaders. We seek an exceptional educator with extensive experience in the field and a passion for the work. The Deputy Director, California, will assist the growth and delivery of NCEE's offerings in an effort to raise the performance of school and district leaders in the state of California. This will include collaborating with the CA State Director to liaison between NCEE and partners statewide and implement NCEE supports. This will include securing contracts and funding for new projects, recruiting districts to participate in new programs, facilitating certain district-level engagements and managing all projects for NCEE work in the state.

Implementation/Responsibilities

General:

- Collaborate with the State Director to work with local jurisdictions and CA representatives in implementing state contracts as well as providing technical assistance with regard to NCEE products and services
- Participate in our market-leading school leadership program (NISL) and become certified as a NISL facilitator (if not already certified)

- Coordinate or perform the duties of a faculty member as needed for NCEE classroom and online coursework for NISL, coaching, and other NCEE programs

Partner Growth and Support:

- Provide current and potential county, district, and school partners with information/presentations about NCEE's supports, and guide them through the process of identifying the right support, tailoring delivery plans, drafting proposals, identifying funding, and contracting
- Develop business and cultivate accounts
- Prepare proposals for state, district and school SIG grants as well as other federal, state, or foundation grant opportunities to expand CA NCEE work
- Create awareness of and actively recruit new members for NCEE's two professional learning organizations—the Superintendents Alliance and the Leaders Collaborative
- Communicate effectively with others, both verbally and in writing

Administration:

- Support the implementation and coordination of all NCEE programs in CA
- Communicate with clients and participants in our NCEE offerings
- Maintain a collaborative relationship between partner districts, counties and NCEE
- Maintain contact through emails, phone calls, virtual meetings, or face-to-face meetings with partner representatives on all administrative issues and program details that arise across the state needing NCEE attention and input
- Maintain records, monitor payment of invoices, prepare reports, and compose correspondence

Experience and Education Preferred:

- Master's degree required in a related area (e.g., educational leadership, education research, policy, instructional design, et al.)
- Minimum of 10 years of related work experience or an equivalent combination of education and experience
- K-12 educator experience, preferably in an administrative role as principal, superintendent, etc.
- Knowledge of principles and practices of curriculum planning and instructional methods applicable in elementary and secondary education
- Knowledge of recent developments and current literature in the education field (policy, practice, and research)
- Knowledge of one or more of the following educational program areas: general education, special education, career and technical education, higher education, early childhood

education, social and emotional learning, school leadership and operations and/or education research

- Strong planning, coordinating, organization, and leadership skills and the ability to self-manage multiple projects and deadlines
- Bilingual preferred but not required (Spanish/English)
- Extensive experience with state level networks/organizations

Working Conditions:

This position requires residency in California.

This position requires travel throughout the state of California as well as occasional travel to the NCEE headquarters in Washington, DC.

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at NCEE will be based on merit, qualifications and abilities. NCEE does not discriminate in employment opportunities or practices on the basis of race, color, religion, gender, national origin, age, sexual orientation, genetic predisposition, disability, military/veteran's status, marital/familial status, or any other status or characteristic protected by law. NCEE offers an excellent benefits and compensation package.

Interested candidates should send a resume and cover letter to jobs@ncee.org.