



# Branch Alliance for Educator Diversity

	<b>Branch Alliance for Educator Diversity (BranchED) Associate Vice President of Professional Learning</b>
Organizational Description	<p>More than half of American public-school students are children of color, and only 18% of their teachers are from these same racial and ethnic groups. The Branch Alliance for Educator Diversity (BranchED) was founded in 2017 to empower, connect, and advance Minority Serving Institutions (HBCUs, HSIs, tribal colleges, and others) to maximize programming and drive innovation in preparing highly-effective educators who reflect and champion the diversity of our nation’s school children. These 290 Minority Serving Institutions(MSIs) comprise 14% of education providers in the United States, but train 46% of our nation’s teachers of color.</p> <p>BranchED is the first and only non-profit organization in the nation that is dedicated to strengthening and growing educator preparation at MSIs, with the larger goals of both diversifying the teaching profession and intentionally addressing critical issues of educational equity for all students. BranchED has three goals that guide its work:</p> <ul style="list-style-type: none"> <li>• <b>Empower:</b> working together to strengthen and grow MSI educator preparation programs by providing capacity building support that enhances MSI capabilities</li> <li>• <b>Connect:</b> strengthening relationships among MSIs by building partnerships to spur collaboration and innovation</li> <li>• <b>Advance:</b> amplifying a collective voice and advocating for shared interests by promoting awareness of educator diversity and championing MSIs</li> </ul>
Position Objective	<p>The Associate Vice President for Professional Learning will arrive at a moment of remarkable growth and opportunity; BranchED’s visibility and base of engaged educator preparation providers has never been greater. The recent launch of its national Teacher Preparation Transformation Center and other high-profile recent successes have positioned the organization to extend its impact even further. The Associate Vice President (AVP) will plan, develop, facilitate, and assess programs designed to help university faculty and administrators develop their professional skills and operational processes. The AVP designs and develops curriculum content, training materials, training modules, and teaching aids. This position will develop curriculum that will be used by the program team, other training facilitators/instructors, as well as by key stakeholders.</p>
Essential Functions –	<p><b>Curriculum Development and Instructional Design</b></p> <ul style="list-style-type: none"> <li>- Serves as a subject matter expert regarding organizational learning and development.</li> </ul>



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- Develops learning goals and designs training and development strategies with the Vice President of Programs and Services, for in-person and virtual programs, resources, and/or learning communities designed to improve performance and attain results.
- Researches, creates, and customizes professional-quality training materials for face-to-face and online training.
- Develops criteria for evaluating effectiveness of training and regularly monitors and reports results to management, along with recommendations for improvement as appropriate.
- Maintains confidentiality of client, participant and institutional information.
- Uses creativity and innovation in program development and service delivery.
- Utilizes knowledge of adult learning styles, training design, group dynamics, interactive learning methods, quality improvement processes and group process facilitation to enhance program portfolio.
- Reviews training materials from a variety of vendors and chooses appropriate materials.
- Evaluates and updates training materials and delivery to keep current with new techniques; develops and maintains contact with professional associations, colleges/universities, and other resource agencies in order to stay abreast of new training techniques and technologies.

## **Facilitation and Training**

- Delivers small and large group training sessions in an engaging manner to a range of audiences using a variety of instructional techniques and various delivery methodologies (classroom, online, blended, synchronous, asynchronous).
- Identifies opportunities to supplement instructor-led training with eLearning content.
- Integrates assessment tools as appropriate into learning and development offerings.
- Works with the Coordinator of Special Projects to manage program logistics including meeting space, equipment, supplies, etc. of assigned courses.
- Partners with team members and other stakeholders to ensure program alignment and cross-functional awareness.
- Maintains relationships with external consultants as appropriate.

## **Management and Evaluation**

- Conducts training needs analysis and evaluates the effectiveness of current programs through focus groups, surveys and program evaluations.
- Implements improvement and new curriculum in trainings as needed to support strategies and initiatives.
- Assesses effectiveness of programs through development and application of learning measures and metrics.



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	<ul style="list-style-type: none"> <li>- Serves as knowledge resource and point of contact for program participants, as necessary.</li> <li>- Performs other responsibilities and completes projects as assigned.</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>- Along with BranchED’s leadership team, helps develop and contribute to the organizational culture and values.</li> <li>- Other duties as assigned</li> </ul>
<p>Education &amp; Experience</p>	<p><b>Minimum Qualifications</b></p> <ul style="list-style-type: none"> <li>- Master’s degree in training and development, instructional design, or closely related field (terminal degree in an academic discipline preferred)</li> <li>- A minimum of four years of professional level experience is required in training and development, organizational development, or closely related field that demonstrates a high level of proficiency in applying adult learning principles to online and classroom course creation and delivery.</li> <li>- Successful college teaching and experience with faculty development around teaching</li> <li>- Effective interpersonal, presentation, and facilitation skills as well as excellent written communication skills including the ability to write effective copy, instructional text, and audio/video scripts are also required.</li> <li>- Knowledge of principles and methods for curriculum and training design and measurement of training objectives and the principles of adult learning.</li> <li>- Knowledge of current training trends and resources.</li> </ul> <p><b>Preferred Qualifications</b></p> <p>The ideal candidate for this job has a demonstrated track record in project management, creating the new and different, implementing innovative approaches to talent development challenges, leveraging digital, mobile and social learning technologies, and looking beyond conventional wisdom to create impactful changes in the learning and development space.</p> <ul style="list-style-type: none"> <li>- Demonstrates skills and sensitivity to the cultural/linguistic differences of team, participants, and community.</li> <li>- Ability to influence without authority and work with a team.</li> <li>- Ability to work independently, set and achieve goals.</li> <li>- Experience and skills in consultative and collaborative leadership with faculty across disciplines is essential, as is experience and skill in working with diverse and underserved student populations in higher education.</li> <li>- Strong attention to detail, analytical and organizational skills.</li> <li>- Knowledge of appropriate techniques and practices for the educator preparation population.</li> </ul>



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Personal Characteristics	<ul style="list-style-type: none"><li>- A passion and commitment to transforming teacher preparation programs in MSIs</li><li>- A visionary with ability to anticipate needs and future opportunities</li><li>- Creative problem-solver with ability to identify and address issues proactively</li><li>- Researcher with love for learning</li><li>- An eagerness to build something new</li><li>- Committed to equity and diversity</li><li>- Ability to thrive in a fast-paced environment and willingness to 'roll up sleeves' to get things done</li><li>- Ability to build authentic relationships</li><li>- A positive attitude, high degree of flexibility, curiosity to learn, creativity, dedication, resourcefulness, and energy</li></ul>
Compensation	Competitive with skills and experience. The Branch Alliance offers a competitive benefits package, including medical, dental, and vision insurance, and 401K match.
# of Direct Reports	2+
Reports To	Vice President of Programs and Services
Location	Austin, Texas (preferred) or remote
Setting	This position operates in a general office setting. Frequent travel to MSI sites, and national conferences and convenings is expected, as well as occasional lifting.

## Application Procedure

Applications with current resume **and** letter of interest should be sent electronically to [talent@educatordiversity.org](mailto:talent@educatordiversity.org). Please include in your email the position for which you are applying. The review of applications will begin immediately and will continue on a rolling basis until the position is filled.

The Branch Alliance for Educator Diversity does not discriminate on the basis of race, color, religion, ethnic or national origin, age, disability, gender, sexual orientation, or other characteristic covered by law with regard to employment opportunities.