



Center for Collaborative Education

Transforming schools for student success

Senior Associate, Programs

JOB DESCRIPTION

The [Center for Collaborative Education](#) (CCE) is seeking a dynamic and experienced educator to join the Programs team as a Senior Associate. This is a full-time position that reports to the Director of Programs.

About the Center for Collaborative Education

The Center's mission is to transform schools to ensure that all students succeed. CCE envisions a just and equitable world where every student is college- and career-ready and prepared to become a compassionate, thoughtful and contributing global citizen. CCE partners with public schools and districts to create and sustain effective and equitable schools.

About the Programs Team at CCE

CCE believes that in order for schools and districts to ensure that all of their students are receiving a high-quality education that is free of barriers and biases, that these institutions cannot use traditional methodologies to achieve non-traditional outcomes. The foundation of our work is rooted in an understanding that institutions move along a continuum toward producing more equitable outcomes when they engage in a rigorous examination of their systems, policies, and practices, using a cultural competency lens, and then acting on the findings to change the hearts, minds, and actions of those involved in educating students. For CCE, this work is accomplished through the two areas under Programs: District and School Design (DSD) and Quality Performance Assessment (QPA). CCE's QPA work helps to redefine assessment and accountability through building teacher leadership and supporting student-centered and competency-based learning practices. We are currently working in a number of states, districts, and schools to strengthen the role of performance assessment in their assessment and learning systems while continuing to enhance and build out the QPA model. This position will work on a variety of projects including the [Massachusetts Consortium of Innovation in Education Assessments \(MCIEA\)](#). Our field guide, [Quality Performance Assessment: A Guide for Schools and Districts](#), describes the QPA model and provides tools and resources to implement high quality performance assessments. CCE has a rich history of supporting schools in becoming more innovative, believing that schools have the best opportunity for educating a diverse enrollment of students when an examination of their resources and decisions is paired with a more nuanced view of accountability and the setting of high expectations of performance on multiple measures. The work within DSD looks at the processes of school change with the goal of becoming more equitable institutions. This is accomplished using a variety of methodologies that facilitate schools going through data-based inquiry protocols and then coaching them through their growth arc.

Responsibilities of the Senior Associate

The Senior Associate will bring passion, insight, and ideas to a team working in a fast-paced, cross-functional environment. The Senior Associate will put evidence-based approaches to student-centered instruction and assessment into practice with educators, school, district, and state leaders, and other stakeholders. The Senior Associate has a multifaceted skill set and the ability and disposition to design and implement effective and innovative approaches, including in the following roles:

- Build and develop strong relationships with clients and partners by motivating and inspiring strategic action and supporting partners and school, district, and state leaders in navigating the change process.

- Design, plan, and facilitate effective and engaging professional learning related to the process of designing, implementing, and creating systems of rigorous and engaging performance assessments in a variety of settings across schools, districts, and states including:
 - Presenting and facilitating at multi-day institutes and workshops;
 - Coaching in one-on-one and small group settings; and
 - Designing and facilitating virtual and blended learning and networking opportunities (e.g., webinars, online learning modules).
- Further develop the QPA model and supporting performance assessment tools and resources in response to identified needs within QPA's areas of expertise
- Collaborate and contribute within the Programs team, at CCE, and with partners to build the team's portfolio of work that is aligned with CCE's mission by cultivating relationships with potential future partners and participating in the development and writing of proposals for new business
- Collaborate on coaching plans for schools based on their current needs and provide coaching, technical assistance, and professional development
- Contribute regularly as a thought leader in forums ranging from the CCE blog to local and national conferences
- Work collaboratively as a member of the Center staff to support and develop all Center programs and to contribute positively to the CCE organizational culture
- Complete additional CCE special projects, as needed

Qualifications

The successful candidate for the position of Senior Associate should have the following qualifications:

- Commitment to and passion for equity in public education and working with educators to improve education
- Experience working in public schools, especially in an instructional leadership role, and/or school or district administrator
- Experience with a school reform effort, either as a staff person or as an outside facilitator
- Experience with coaching strategies or protocols
- Knowledge of and experience in personalized, student-centered learning practices including:
 - performance assessment design and school-based performance assessment systems
 - rigorous and culturally responsive curriculum, instruction, and assessment
 - competency-based education
- Understanding of the theory and practice of effective adult professional learning and leading change
- Ability to multi-task in a dynamic environment and complete projects by deadline
- Strong facilitation and teaming skills
- Ability to develop high quality content that integrates and elevates equity in practice
- Effective presentation skills.
- Strong writing and editing skills.
- Demonstrated communication, project management, and organizational skills.
- Excellent writing skills
- Master's or advanced degrees in education or a related field

Additional qualifications that are an asset to the position:

- Math, science, or elementary background
- Experience instructing or planning for students who are English Language Learners
- Experience instructing or planning for students with Special Needs



Location and Work Requirements

This position is based in Boston and requires the ability to travel (~20%), primarily in New England and sometimes in other areas of the U.S.

Salary

Salary and benefits are competitive.

Application

This position will remain open until filled. [Click here to apply.](#)

The Center for Collaborative Education is an equal opportunity/affirmative action employer and is committed to diversity in the workplace by maintaining a staff that represents the voices of the communities we serve. People of color and/or bilingual/bicultural individuals are encouraged to apply.

