Co-Director, California Teacher Residency Lab

The California Teacher Residency Lab (Lab) is a vibrant learning community which connects and strengthens local education agencies (LEAs) and institutes of higher education (IHEs) partnering to prepare effective teachers through high-quality teacher residency experiences. Housed at the Californians Dedicated to Education (CDE) Foundation, the Lab currently supports over 20 California residencies.

Developed off the heels of California’s unprecedented $75 million investment in teacher residencies in 2018, the Lab provides partnerships receiving state funding to build or expand teacher residencies with access to a constellation of technical assistance and relevant, needs-based support aligned to a common framework for effective California residencies. This framework, the Characteristics and Indicators of an Effective California Teacher Residency Program, guides the Lab’s work as it builds a system of teacher residencies in California that transforms the teacher workforce.

In 2022, the Lab will expand in scale and scope to ensure the success of California’s record $350 million investment in teacher residency programs. The California Teacher Residency Lab Co-Director will lead this expansion in partnership with the current Lab Director. The position provides a unique opportunity to connect with top leaders in teacher preparation in California and build real-time, grassroots awareness of challenges, policy impacts, and trends in teacher residencies.

The Co-Director will be primarily responsible for the design and implementation of a comprehensive scope and sequence of support for California teacher residencies in various phases of development, and for situating this support within a larger statewide Teacher Residency System that ensures equity of access to technical assistance, is non-duplicative, and aligns to the Characteristics. This work will complement that of the current Lab Director, who focuses on infusing equity minded practices into all aspects of Lab programming and on amplifying the Lab’s voice to build statewide awareness and improve system-level policymaking. At this unprecedented time in California, the Co-Director will have the opportunity to work in partnership with the current Lab Director to position the Lab for future success, growth, and sustainability as California embarks upon its most innovative phase in teacher preparation.

Strong communication, partnership, and project management skills will be required, along with a meticulous eye for detail, a strategic mind capable of big-picture thinking, a commitment to equity-driven teacher preparation with a firm grasp of the teacher residency model, and a commitment to high-quality, equity-rooted, inclusive education for all students. As the Lab continues to expand and onboard new Commission on Teacher Credentialing Residency Grant recipients, the Co-Director will also supervise staff. The Co-Director will work remotely as a member of the CDE Foundation team and should be based in California. Occasional travel within California will be required.
Responsibilities

Project Management & Program Development/Support

This part of the role focuses on accomplishing the necessary tasks to create a coherent statewide teacher residency support system that is non duplicative, needs-responsive and sustainable.

- Design a scope and sequence of needs-responsive professional support for California teacher residencies at various levels of development in alignment with the Characteristics (this could include virtual and in-person learning series, webinars, coaching, an annual learning summit, etc.)
- Use the scope and sequence to secure partnerships with technical assistance providers to provide coordinated, needs-based, developmentally appropriate support for California residencies
- Collaborate with the current Lab Director to ensure that all content and support offered amplifies equity
- Build systems and structures that will allow the Lab to 1) implement ongoing assessments of development and need for California teacher residencies and 2) respond with the appropriate support
- Work with current Residency Lab Leads (RLLs) to implement ongoing assessments of need and provide guidance to teams applying for CTC grant funds
- Onboard new RLLs as needed
- Work with research and evaluation partners to evaluate and assess the quality of Lab programming and implement changes based on new learnings
- In partnership with events management vendor and CDE Foundation Staff, own project management responsibilities for all professional support offerings (this includes the development of content presentations, speaker details, facilitation, and other tasks as needed)
Partnership, Outreach & Policy
This part of the role focuses on how to leverage partners and policy in support of the California Teacher Residency System driven by the Lab.

- Along with the current Lab Director, collaborate with the CTC Teacher Residency Grant Program team to ensure Lab programming aligns with their desired outcomes.
- Facilitate the California Teacher Residency Coalition, an inter-organizational group of teacher residency support providers and advocates working together to coordinate technical assistance and beacon the residency movement in the state.
- Develop the capacity of California teacher residencies to provide context-specific professional support to one another, building a system that over time evolves to support and sustain itself.
- Contribute to the statewide dialogue about teacher residencies in order to contextualize the Lab within the state’s teacher preparation ecosystem and work toward a cohesive California system of teacher recruitment, preparation, development, and retention.
- Support the components of grant cycles and resource growth for the Lab by working with the current Lab Director and other CDE Foundation grants management and executive team members.

Communication
This part of the role focuses on strengthening the Lab’s ability to serve the field as the centralizing entity for all activities permeating from and connected to the Lab and California teacher residency partnership efforts at large.

- Coordinate ongoing collaboration, learning, and communication across the Lab among all partner organizations through regular communication, in partnership with the current Lab Director.
- Serve as primary contact for districts and IHEs, funders, consultants, and technical assistance providers, connecting them to the appropriate resources and experts as necessary.

General
- Engage with other CDE Foundation colleagues in staff retreats, capacity-building opportunities, and peer mentoring.
- Represent CDE Foundation as needed at meetings and events.
- Other duties as assigned.
Skills/Knowledge/Background Desired

Work Experience. Minimum 8 years work experience in non-profit, education policy, public administration, or related field preferred, and a minimum of 5 years experience working with or in teacher residency programs required. Fluency with CA education system policies and structures preferred. Master’s degree strongly preferred, with a graduate degree or equivalent experience a plus.

Project Management. Outstanding project management skills and attention to detail; proven ability to create and execute complex project plans on time and within budget alongside colleagues and external partners.

Systems Thinker. Ability to think and execute strategically, anticipate potential future consequences and trends, and incorporate them into project plans and partner relationships.

Equity Focus. Experience implementing or leading culturally and linguistically sustaining professional learning, and advancing diversity, equity, and inclusion in the workplace preferred.

Communication. Excellent relationship-building and interpersonal skills with a wide variety of audiences and formats. Outstanding oral, written, presentation and technical communication skills (eg. Proficiency with Microsoft Office and Google suites and online cloud systems; web streaming/webinar, social media, Constant Contact, and/or graphic design abilities a plus.)

Organization. Organized, detail-oriented, creative, and able to work independently, under pressure, and as a team player in a fast-paced environment.

Program Evaluation. Experience with assessing impact and program efficacy. This includes experience with qualitative and quantitative data collection methods and analysis.

Budgeting. Experience using Excel to develop, monitor and report on budgets. Attention to detail in order to track invoices against project budgets and manage multiple grant budgets for a project.

Flexible Multi-Tasker. Ability to quickly assess issues and opportunities at hand and use sound judgement to determine appropriate course of action. Skill in managing changing priorities, timelines, and ad hoc requests from colleagues and external stakeholders. Able to work independently and cooperatively in a team setting with our small and dynamic staff, remotely and in person.
Partnership Management. Comfort and skill in communicating and interacting with a range of stakeholders, including off-site staff, board members, funders, external vendors, and partner organization leadership. Proven track record of successful partner relationship management and collaboration.

Additional Competencies. Growth minded with a desire to work in a mission-driven organization that makes a positive difference, particularly in California public education, and values a people-first team environment.

Salary and Benefits
The salary range for the Teacher Residency Lab Co-Directorship is: $95,000-$115,000. CDE Foundation offers a full range of benefits for employees and their qualified dependents through Gusto, including but not limited to, the following:

- 100% coverage of employee health benefit premiums
- A company-sponsored 401K plan through Vestwell
- 15 days of vacation per 12 months of full-time employment, with eligibility for higher accrual levels after 24 months.
- 19 company holidays, including several state and federal observances, and the week between Christmas and New Year’s Day
- Annual sick leave entitlement of 72 hours (equivalent of 9 days).
- Jury Duty and Bereavement leave.

How to Apply
Please submit a resume and cover letter to info@cdefoundation.org by Monday, January 31, 2022.

Californians Dedicated to Education Foundation is an Equal Opportunity Employer. Applicants who contribute to a diverse work environment are strongly encouraged to apply.

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Californians Dedicated to Education Foundation (CDEF) Summary

Californians Dedicated to Education Foundation’s mission is to work as a trusted partner with the California Department of Education (CDE) and other state education leaders to create, resource, and implement solutions that result in a strong and valued public education system that serves all kids. We do this by:

CONVENCING people and organizations to develop goals and innovative solutions to improve our state’s public education system.

COMMUNICATING to build awareness and access to key resources.

CATALYZING new approaches to meet state-wide goals, assembling and stewarding resources, including philanthropic investments in CDE and others, to invest in the development of innovative ideas and practices that can scale to advance public education.