

LEADERS OF TOMORROW YOUTH CENTER



Position Title: Educational Consultant

Position Summary: Under general direction provide guidance and support to the organization's growth and sustainability by increasing programming opportunities and building relationships with vested stakeholders.

Reports to: Executive Director

Position Responsibilities:

- Navigate school districts of interest to the organization
- Provide insight on the inner workings of school systems and associated politics
- build relationships with school principals and district leaders
- Provide program understanding and alignment to various educational initiatives such as Title 1, ESSA, etc.
- Develop and coordinate curriculum
- Review and analyze schools' and district's performance data, such as test scores and graduation rates
- Provide guidance on ways to improve performance by offering solutions and methods
- Provide training and staff development
- Develop goals and action plans that are in alignment with the school and organization

Essential Skills and Experience:

- A strong background in effective implementation of professional development, data assessment and instructional coaching preferred.
- Attentive to details
- Oriented toward service
- Good at planning and organizing

- Empathetic and sociable
- Skilled in identifying problems and brainstorming potential solutions
- Excellent at written and oral communication as well as presentation
- Comfortable working independently and collaboratively with other team members
- Careful about documentation and note-taking
- Able to meet aggressive deadlines
- Interested in traveling and working in a diverse range of environments
- Qualified with a degree in education, curriculum and instruction or education leadership
- Must perform duties with moderate direction given, operating from established directions and instructions. Decisions are made with general organization policy constraints, but occasionally requires independent decision- making
- Ability to relate positively to adults.