Educational Enterprise Developer

Description:

Under direction, the Educational Enterprise Developer serves as a liaison between the District, business partners, higher education, parents, community members and school sites; facilitates a network of resources, career pathways, coordinates a variety of programs, committees, and writes grants in support of coordinated programs.

Essential Duties and Responsibilities:

- Develop strong relationships with local community members, colleges, and businesses;
- Develop or establish protocols to manage and maintain quality partnerships, including, but not limited to: development of MOUs, facilitation of regular meetings, planning sessions, and partnerships with businesses, colleges, and the high school academies;
- Ensure career pathways have a clear mission, vision, theme, and a comprehensive career purpose and rationale that is clearly aligned to one of 15 California career pathways and provides opportunities for future employment;
- Ensure career pathways have developed clear student learning outcomes that outline the skills, knowledge, and dispositions students will demonstrate, an "a-g" and technical curriculum, projects, work-based learning, and support services to allow students to graduate prepared for college and career;
- Create active relationships with two and four-year colleges that provide students the opportunity for college credits while in high school, potentially earning two years of college credits;
- Identify and create systems with support services to students to provide college access, work-based learning opportunities, student personalization, academic assistance, and socio-emotional support;
- Partner with community businesses and organizations to coordinate job shadowing, guest speakers, mentoring, and internships for students;
- Develop a community service program in collaboration with community and business groups;
- Develop and implement a mentoring program that links students to a significant supportive adult;
- Serve as the District's liaison to work in collaboration with community partnerships to develop programs and services that support students;
- Work with District and school administrators, teachers, community-based organizations, parents, and students to identify barriers to learning, determine available resources and gaps, and provide programming that responds to the needs;
- Assess school community needs and assets, and oversee integration of services and programming for students during the regular school year and summer school;

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Educational Enterprise Developer - contd.

- Support the integration of non-academic services and school priorities through attending school site council and school leadership teams to ensure the success of every student as needed;
- Evaluate and revise student support systems, and build capacity of staff to follow systems that benefit students and families the most;
- Facilitate the engagement of all stakeholders including outreach meetings or forums of certificated and classified staff, parents, community in partnership with businesses and/or higher education to discuss maximizing school and partner resources;
- Initiate additional resource development, including fundraising and grant writing;
- Establish budgets, maintain records, and operate an effective and efficient program;
- Develop and coordinate externships for teachers and administrators;
- Develop and coordinate mentorship programs for students;
- Develop and coordinate internships for high school students;
- Other duties as assigned.

Required Qualifications:

- Experience as a successful leader;
- Strong interpersonal and supervisory skills, with a diversely skilled workforce;
- Strong written and verbal communication skills;
- Ability to work flexible hours;
- Ability to work collaboratively with site administrators, students, parents, and businesses to create partnerships;
- Three years of successful teaching while possessing a clear credential or equivalent;
- Administrative credential or work experiences in higher education or corporations that provide similar administrative responsibilities.

Knowledge of:

- Principles of organization and management;
- Educational technology;
- Principles of effective coaching.

Ability to:

- Facilitate collaborative projects or initiatives;
- Work independently and proactively with little direction;
- Anticipate problems and opportunities, and respond effectively;
- Prepare and deliver oral presentations;
- Prepare comprehensive narratives and statistical reports;
- Focus on student learning and student success;

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Educational Enterprise Developer - contd.

- Demonstrate strong oral and written communication skills;
- Work with businesses to create partnerships;
- Build consensus among diverse stakeholders;
- Build trusting relationships.

Preferred experience:

- Successful work experience within corporations;
- Work experience with community colleges or four-year colleges.