



525 E. 7th Street, Suite C203
Long Beach, CA 90813
+1 (562) 983-1333
www.californianstogether.org

Position: Professional Learning Specialist

Location: CA-Based Location Flexible (Remote w/Frequent Travel within California)

Status: Exempt; Full-Time

Salary Range: \$92,000 - \$109,000

Reports To: Director of Professional Learning

ABOUT CALIFORNIANS TOGETHER:

Californians Together is a statewide advocacy coalition of powerful organizations from all segments of the education community. Our member organizations come together to champion the educational success of California's 1.1 million English learners by overcoming and transforming the harms of systemic racial, language, and cultural inequality in education and to close opportunity gaps. To learn more about Californians Together, please visit californianstogether.org.

POSITION SUMMARY:

Under the direction of the Director of Professional Learning: advise, consult, and provide ongoing professional learning services to California educators; research and develop special projects for Californians Together; ensure agreements, activities, and projects comply with applicable state and federal regulations, policies, and timelines; identify compliance issues and problems and assist in their resolution.

CANDIDATE QUALIFICATIONS & DESIRED TRAITS:

- At least five years of teaching experience, some of which were in the last ten years
- Programmatic experience working with English learner students, teachers, and administrators
- Strong background in the field of English learner and dual language education
- Experience in delivering professional learning to adult learners with positive reviews
- Experienced teacher leader
- Experience teaching a variety of English learner typologies
- Elementary/Early education experience is a plus
- Advanced degree desirable
- Interpersonal skills include tact, patience, and courtesy, as well as public speaking techniques
- Strong oral and written communication skills
- Candidates will be required to adapt and present a short presentation on the English Learner Roadmap Policy to the interview panel

KEY AREAS OF RESPONSIBILITY



- Develop and deliver professional learning opportunities for implementing the California English Learner Roadmap Policy for various levels of the educational system; communicate workshop availability and learning goals to potential participants; assist with registration and other conference issues.
- Provide ongoing advising and consulting services to educators; coordinate activities and programs, exchange information, answer questions, and resolve issues and challenges related to the implementation of the California English Learner Roadmap Policy
- Work collaboratively with peers and partners to design and deliver professional learning and evaluate its effectiveness
- Engage in professional learning regarding educational research, effective pedagogy, and practices
- Develop and disseminate resource materials, including relevant research, literature, handbooks, calendars, newsletters and brochures, and other communications to inform educators of California English learner policy shifts
- Provide direction to program, consultants, and clerical personnel as assigned
- Perform other duties as assigned

KNOWLEDGE OF:

- Best instructional practices to support language and content in classrooms
- Programs and services that effectively support English learners
- Systemic practices, including master schedules, that support English learners' and Dual Language programs
- California Educational Guidance documents including, but not limited to: California English Learner Roadmap; ELD Content Standards; *Improving Education for Multilingual and English Learner Students Research to Practice*; Content Area Frameworks; Content Standards; Quality Professional Learning Standards
- Californians Together Publications, including California English Learner Roadmap Implementation Guides (for Elementary Educators, Secondary Educators, and Administrators); *Reparable Harm* and *Renewing Our Promise*

ABILITY TO:

- Plan, develop, deliver, organize, and implement projects, and services employing research-based instructional strategies
 - Work collaboratively and independently, learn rapidly, and take initiative
 - Advise, consult, and implement ongoing training services to educators and schedule work
 - Apply adult learning theory and presentation skills and engagement strategies
 - Use 21st Century technology, teaching strategies, methodologies, and research-based practices
 - Create effective virtual learning, including the development of slide decks, Padlets, Jamboards, etc, and proficiency in Zoom/Microsoft teams
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- Read, interpret, apply, explain, and enforce rules, regulations, policies and procedures
- Analyze situations accurately and adopt an effective course of action
- Prepare comprehensive narrative and statistical reports
- Establish and maintain cooperative and effective working relationships with staff and colleagues
- Create opportunities utilizing technology and instructional technology for presentations and learning
- Display a positive and professional attitude toward work, teachers, students, and administrators

COMPENSATION & OTHER BENEFITS:

The annual salary range for this position is \$92,000 - \$109,000 and will be commensurate with experience. Californians Together also offers an excellent benefits package which includes full health, dental and vision benefits, retirement plan with employer contribution, holidays, vacation and sick days. The organization also closes between Christmas Eve and New Year's.

VACCINATION FOR COVID-19 POLICY:

At Californians Together, the health and safety of our employees is of the utmost importance. As such, all employees are required to be fully vaccinated and remain up to date on their vaccinations for COVID-19. New hires should be fully vaccinated and up to date on their COVID-19 vaccinations prior to their first day of work. Requests for accommodations due to medical or religious reasons will be reviewed by Human Resources.

APPLICATION INSTRUCTIONS:

Please submit a cover letter and resume to apply for this position.

We invite you to utilize your cover letter as an opportunity to:

- Tell a story that illuminates your interest in Californians Together mission and policy areas
- Share how your background and experience align to this position

Please submit your application materials using the [Apply for This Job link](#) in the upper right-hand corner by the Priority Application Deadline of Wednesday, May 1, 2024.

Additional questions about the role or interview process can be directed to Human Resources at hr@caltog.org.

PHYSICAL DEMANDS/WORKING CONDITIONS:





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This is a full-time, forty-hour per week position, though additional hours and evenings may be necessary to attend events and functions. Work will include long periods of sitting and standing and driving so reliable transportation and a valid driver's license is required. Time will be spent on the phone and sitting in front of a computer. Some lifting up to 15 pounds may be required. Limited physical effort required. Hearing, repetitive hand motions, sitting, talking, typing.

EQUAL EMPLOYMENT OPPORTUNITY:

Californians Together is an equal opportunity employer, welcomes a diverse pool of applicants, and makes employment decisions on the basis of merit. Californians Together policy prohibits unlawful discrimination based on race, color, religion, gender, sexual orientation, pregnancy, national origin, ancestry, citizenship, age, marital status, physical disability, mental disability, military service, legally protected medical condition, or any other consideration made unlawful by federal, state, or local laws.

