The Virginia Education Association (VEA), a statewide community of more than 40,000 teachers and school support professionals working for the improvement of public education in the Commonwealth, is seeking qualified applicants for the position of **Director in the department of Teaching and Learning**. VEA is the state affiliate of the National Education Association with approximately 3 million members. Visit our website at [www.veanea.org](http://www.veanea.org).

**Position Overview**

The Director of Teaching and Learning oversees the planning, implementation, and monitoring of professional learning opportunities for teachers and education support professionals throughout their career continuum. In addition to understanding effective, evidence-based professional learning standards and delivery models, the Director of Teaching and Learning will demonstrate knowledge of the skills necessary to meet the diverse needs of members. The position reports to the Executive Director and oversees the management of the staff and programmatic activities. Additionally, support of other VEA departments increases capacity and strength as a union.

**Duties & Responsibilities**

The Director of Teaching and Learning is responsible for the following:

- Identifying important/relevant trends in learning needs and the development of appropriate/effective learning activities.
- In cooperation with the Management Team, identifying opportunities and strategies to enhance teacher leadership, organizing skills, and participation among members.
- Developing short- and long-range plans and programs.
- Collaborating on the design and implementation of a robust local association leadership development program.
- Overseeing the organization and maintenance of communities of practice.
- Keeping abreast of innovative professional learning techniques to provide the highest quality of activities.
- Overseeing the maintenance of recording and reporting of data.
- Developing and effectively managing departmental budget.
• Monitoring professional learning services for the purpose of ensuring that performance outcomes are achieved within budget and department goals.
• Performing personnel functions (e.g., interviewing, supervising, evaluating) for the purpose of maintaining adequate staffing, enhancing productivity of personnel, and achieving objectives within the budget.
• Modeling a culture of high expectations and mutual respect.
• Serving as the liaison to the Instruction & Professional Development Committee.
• Overseeing the SVEA Aspiring Educators program.
• Performing other related duties, as assigned, for the purpose of ensuring the efficient and effective functioning of the department.

Knowledge, Skills, and Abilities
• Strong background of professional development as it applies to teaching, learning, and leading.
• Knowledge of current trends in curriculum, teaching methods, and strategies; best practices in school improvement, leadership development, and adult learning theory; planning and project management; and collaboration, coordination, and facilitation of groups.
• Ability to analyze data and assess skills to inform effective professional learning.
• Ability to conceptualize, develop, and deliver training and programs.
• Ability to work and communicate effectively with diverse audiences/groups of people.
• Highly developed and effective interpersonal skills.
• Ability to manage multiple projects in a dynamic, time-sensitive work environment.
• Strong writing skills.

Qualifications and Requirements
• 10 years’ experience conceptualizing and developing relevant professional learning programs.
• A Bachelor’s degree from an accredited college or university is required, preferably in education, administration, or a related field. A Master’s degree is preferred. (PhD, EdD, Licenses and Certifications also considered).
• Accessibility to attend meetings, activities, and events outside normal working hours with some overnight travel required.
• Superior interpersonal communication skills – both oral and written – required.
• Excellent organizational and facilitation skills.
• Demonstrated skills in developing strategies to foster positive change.
• Knowledge of technology and application to work assignment.
• Demonstrated positive collaborative working relationships with others.
• Significant understanding of special education issues.
• Demonstrated track record of success leading virtual professional development.
• Performance and promotion of all activities in compliance with equal employment and nondiscrimination policies.
• Support for unions and collective bargaining.
Advocate for high-quality public education.
Ability to manage in a union environment.

Salary and Fringe Benefits:

Excellent salary, negotiable depending upon applicant’s experience and qualifications. The position also includes an excellent fringe benefits package including a pension plan, and paid health insurance.

Application Procedure:

To apply for this position, send a resume along with a cover letter, along with three references with contact information to recruiting@veanea.org. The deadline for applying is June 26, 2020.

VEA IS AN EQUAL OPPORTUNITY EMPLOYER