



Job Description

Chief Learning Officer

POSTING DATE: January 9, 2019

CLOSING DATE: Applications will be reviewed as soon as they are received and the position will close when a successful candidate is hired.

POSITION START DATE: July 1, 2019

LOCATION: Pembroke Pines, FL

QUALIFICATIONS:

- Master's degree in Educational Administration or related area.
- At least five years of experience as a professional administrator, at least two of which must have been in a supervisory capacity.
- Able to travel throughout Latin America and the U.S.
- Previous international experience in Latin America preferred.
- Bilingual skills preferred.

JOB DESCRIPTION: The Chief Learning Officer (CLO) is responsible for AASSA's professional development services and works collaboratively with other AASSA staff members to achieve AASSA's Mission, Vision, Values and Goals. The CLO shares leadership responsibilities with the Executive Director for overall AASSA operations. Reports to the Executive Director.

RESPONSIBILITIES:

- Communicate effectively, in writing and orally, with a wide variety of people.
- Conduct, analyze, promote and produce educational research and information.
- Plan, organize, and execute effective professional development resulting in meaningful participant experiences translating to increased student learning.
- Effectively use technology for presentations, productivity, communication, marketing and other work-related responsibilities.

- Develop and manage budgets.
- Network effectively and build support for AASSA's programs and services.
- Work harmoniously with a variety of constituencies.
- Work ethically, honestly, and in a trustworthy manner at all times.
- Innovate, ideate and implement.
- And other duties as assigned.

HOW TO APPLY: Application materials of a cover letter no more than 2 pages, a current resume no more than 2 pages, and contact information for 2-3 confidential supervisory references should be emailed to drhoads@aassa.com
Current letters of support may be sent as well but are not required.

SALARY: Competitive salary and benefits provided based on experience and qualifications of successful candidate.

AASSA does not discriminate on the basis of race, color, religion, sex, national origin, age, disability or genetic information.