NIET is seeking a director to champion, lead, and manage the development of new character education tools and resources for school leaders. Exemplary candidates will be able to demonstrate strategic, innovative thinking, develop content and training materials for school leaders, and project manage a grant program. The ACED director will also be able to effectively communicate to groups and develop partnerships using the new resources and current NIET services and products. The position is primarily supported through a 3-year grant opportunity. Interested applicants should submit their resume and a cover letter stating interest and relevant experience to Laura Encalade, Senior Vice President of Strategy and Innovation at lencalade@niet.org

Position Responsibilities

• Champion and effectively communicate character development
• Lead the development of a companion resource to the NIET Principal Standard Rubric that is specifically focused on supporting leaders in integrating character development into classroom instruction and school culture and climate
• Design trainings and online resources to support the character development companion tool
• Recruit and manage a two-phase pilot of tools and trainings, coordinating with pilot sites, NIET’s services team, and NIET’s research team to ensure that pilots are effective and generate valuable feedback to inform continued development and refinement
• Lead a small project team to inform and support development of tools, trainings, and resources
• Convene and lead advisory team meetings, consisting of internal and external stakeholders to solicit feedback on tools and training resources
• Research best practices and innovations in character development both within and outside of the K-12 setting
• Support project management, including the drafting and regular monitoring of timelines, budget, and project deliverables
• Provide frequent updates to NIET’s Executive Leadership Team and draft status updates for funders
• Communicate compellingly and support partnership development with NIET partners and prospective partners to adopt character development tools and trainings

Desired Qualifications
At least 8 years of proven work experience in education, including experience in leading teams, project management, and implementing programs
• Master’s degree preferred
• Leadership experience preferred
• Exhibit NIET’s core values
• Demonstrated experience as a highly effective school leader
• Documented experience in researching, implementing, and/or developing character development programs or resources
• Demonstrated experience serving as a successful leader on a variety of projects
• Strong communicator and listener with a demonstrated ability to build trust and strong relationships with both internal and external stakeholders
• Motivated by achieving set metrics