



Mission:

EdReports.org is at the forefront of the curriculum reform movement. By increasing the capacity of educators to identify and demand the highest quality curriculum, EdReports.org is both disrupting a multibillion dollar market and transforming the way students are taught and ultimately perform. With the firm belief that what is taught matters and that all students deserve high quality materials, EdReports.org publishes free, online, evidence-rich reviews of instructional materials. Since launching in 2014, EdReports has published over almost 400 grade/content reviews in K-12 mathematics and English Language Arts, that have been accessed by more than 550,000 users, and included in adoption processes by 55 of the largest 200 districts (and counting), helping to shape instruction with almost 7 million students.

Purpose of The Role:

The Chief Academic Officer (CAO) will play an integral strategic and leadership role both for the academic team/office and for the organization as a whole. Ultimately the CAO leads the organization's efforts to create educator-led, evidence-rich reviews in K-12 mathematics and English Language Arts, and its expansion into reviews of other areas including science, interim assessments, and personalized learning. The CAO provides strategic thought partnership and systems support to subject matter-expert-directors of content, ensuring continuous improvement and refinement of reports, and the coherence of and calibration across an efficiently, effectively functioning academic office.

Informed by this work, the CAO will also help shape organizational strategy and direction with the Executive Director, COO and CSO, particularly around academic endeavors, new lines of service and new opportunities for revenue & investment.

Key Responsibilities:

Academic Office Leadership:

Academic Management & Systems:

- Build and develop strong culture, communication practices and systems/processes within and across content team areas to establish a high functioning, cohesive academic office
- Ensure all content team members are executing at high capacity, are accountable for goals timelines, and are supported in their growth and timelines
- Directly manage, support and collaborate with content directors, who oversee materials reviews in Mathematics, English Language Arts, and Science, through high level problem solving, thought partnerships, systems and prioritization
- Design systems and processes that ensure consistency and, as appropriate, parallel approaches across all content review areas
- Continually assess, and deepen/ improve systems to create best possible reviews,

aspects of which include:

- The recruitment, screening and selection of reviewers;
 - The design of review tools, review processes, and reviewer training;
 - The implementation of a consistent, effective, and efficient educator-led review process within and across subject areas; and
 - The development, writing, and posting of reports in all review areas
- Ensure internal systems are in place to track and monitor review progress, and work with content directors as their teams produce high quality reports efficiently and effectively

Academic Strategy & Expansion:

- Through analysis across content teams, identify how and where Ed Reports should expand into new areas
- Spearhead research into emerging areas of reviews, including but not limited to elementary and high school science, personalized learning, and inclusion of criteria to assess whether materials adequately support students with learning differences and language acquisition needs
- Support publisher relationships and outreach with the Executive Director and directors, ranging from materials acquisition to the presentation and consideration of counter-evidence from publishers in response to draft reviews
- Represent the work to key audiences and ensure reviews are supportive of school, district, and state adoption processes
- Ensure review criteria is research-based and supports the needs of schools and districts
- Track and incorporate emerging research and best practice into EdReports' review criteria and processes across all content review areas
- Set and monitor budget for conducting reviews, including reviewer recruitment, training, compensation, and producing reports

Organizational Strategy & Leadership:

Organizational Strategy & Growth:

- Collaborate on the development and execution of the organization's strategic plan, ensuring activities reflect EdReports' priorities in partnership with the Leadership Team and Board of Directors
- Thought partner with and advise leadership team on questions of org sustainability and priority (such as what could/should the org be doing, pace of growth, staffing, fundraising, etc)
- Recommend new or evolved strategic directions to enhance EdReports' impact and report presentation
- Support the development of proposals for major investors and participate in regular meetings with key funders
- Partner with the Leadership Team and the Board of Directors to attain resources to develop and oversee expansion into new review areas and revise to current review tools and processes
- Situate academic team work with increasing demand
- Determine the right organizational metrics in partnership with the leadership team and

board

External Partnerships:

- Manage relationships with key organizations, including state departments of education, districts, national nonprofits, content and technical assistance organizations
- Provide consultation and thought-leadership support to key partners around the state of the materials market and EdReports review criteria and findings
- Represent EdReports nationally at events and meetings and support all EdReports representatives to ensure they understand critical content issues related to reviews
- Oversee a feedback loop between the lessons learned in the field, the design of our reports, and the organization's strategic direction

Qualifications:

- Demonstrable passion for the EdReports' mission and vision
- Minimum of 15 years of professional experience in education and/or related fields required
- Significant experience in state education or district systems supporting issues of curriculum and instruction, specifically selecting, designing, implementing, reviewing or adopting curriculum
- Solid knowledge of the Common Core State Standards with preference for some knowledge of Next Generation Science Standards
- Experience overseeing multiple content areas at a school, district, state, or non-profit, including oversight of content area experts required
- Experience leading change and in high growth or change contexts, ideally as part of a leadership team
- Significant multi layered team management experience, specifically development and motivating high capacity leaders
- Strong in systems and process design and improvement
- Experience leading complex work streams and engaging multiple internal and external stakeholders
- Deep and comprehensive understanding of K-12 education and its political and policy landscape
- Thrives in an early stage, virtual entrepreneurial context – demonstrates adaptability and is highly collaborative
- Highly values diversity and inclusion, demonstrates culture competence
- Fluent in MS Office suite required; Adobe Creative Suite, Google Suite/Analytics, Salesforce, and Pardot, preferred
- Bachelors and Master's degree, required

To Apply:

This search is being managed by Axis Talent Partners. Interested candidates should submit a resume and letter detailing their interest in the mission and qualifications for the position to:

<https://axistalentpartners.applytojob.com/apply/>