

Professional Learning Specialist Job Description

Who we are

Argument-Driven Inquiry is a rapidly growing company focused on promoting rigorous and equitable instruction for all students. Our mission is to help teachers learn how to teach subjects such as science, math, and engineering in new ways. We offer face-to-face and virtual professional learning experiences for educators all across the nation, sell innovative instructional materials, and our latest innovation is a browser-based application that allows students to complete ADI investigations in a single platform regardless of whether they are learning from home, in class, or with a hybrid model.

What we're looking for

As our company continues to grow, we are looking to add additional team members who share our core values and are interested in being a part of something that has never been done before in education. Our goal is to hire a new Professional Learning Specialist who wants to help teachers learn how to use our instructional materials for science, mathematics or engineering.

Time Commitment

Full-time; some long days and weekends are expected during busy seasons

Location

Austin, Texas (not negotiable)

Travel

This position includes a lot of travel (1-2 trips per week during the busy season) because our Professional Learning Specialists facilitate workshops at schools all across the United States. The position is about 35 - 40% travel per year on average. All travel will be paid for/reimbursed by ADI.

Benefits

- Health Insurance Reimbursement Plan (Medical, Dental, Vision)
- Paid Time Off and Holidays

Responsibilities

- Preparing, facilitating and following up on face-to-face and virtual professional learning experiences about Argument-Driven Inquiry (ADI) at schools throughout the United States. The professional learning experiences we offer focus on science, mathematics, or engineering in grades 3-12.
- Developing new (and refining existing) professional learning experiences based on current trends, research, and policy, and supporting teachers and district leaders as they learn how to use our instructional materials.
- Provide support for districts who are using ADI online resources as needed.
- Create and deliver webinars about our resources for educators on Zoom.

- Create and deliver conference talks for educators
- Create support videos and other informational tools (such as responses to frequently asked questions) about ADI online resources.
- Have a detailed understanding of our online products and services.
- Assist customers (districts and individual teachers) with setting up and navigating programs or software associated with ADI online resources as needed.

Required Qualifications

- Bachelor's degree in science, mathematics, engineering, or education.
- Experience teaching science, math, or engineering in grade 3-12.
- Ability to work as part of a collaborative team and complete projects independently.
- Highly Proficient with Microsoft Office (including Word, Excel, PowerPoint).
- Excellent oral and written communication skills.
- Professional appearance and attitude at all times.
- Must be able to lift 50 pounds (because materials for workshops need to be moved into and out of schools)
- Valid Driver's License

Preferred Qualifications

- Master's Degree
- Experience using the Argument-Driven Inquiry model or supporting others as they learn to use the model.
- Experience facilitating professional learning experiences (or providing professional development) for teachers.
- Large group (50+) presentation or speaking experience (beyond classroom teaching).
- Knowledge of current trends, research, and policy in science, mathematics, and engineering education.

Other Information about the Position

- Materials for workshops need to be transported from the ADI office to workshop locations and back. Some locations do not have elevators.
- Workshops are about eight hours per day. Professional learning specialists need to be able to stand and move around a room during the entire workshop.

To apply

Send the following to: jobs@argumentdriveninquiry.com

- Cover letter that outlines how you meet the required and preferred qualifications of the position.
- Resume or CV