

EDUCATIONAL SERVICE CENTER OF CENTRAL OHIO

PERSONALIZED LEARNING SPECIALIST

Minimum Qualifications:

- At least three to five years of successful personalized learning or other student-centered coaching experience and/or experience working in a system implementing personalized learning practices.
- Current valid Ohio certificate/license appropriate for the position.
- Demonstrated commitment to the principles of personalized learning (refer to Aurora Institute definition).
- Demonstrated ability to lead change; preferably leading change from a traditional system of teaching and learning to a more innovative, student-centered approach.
- Must be willing/able to coach and support a wide variety of stakeholders from teachers to superintendents to community members and have demonstrated experience in coaching/providing professional development to educators in a variety of positions and at multiple levels (e.g., elementary, middle, high).
- Experience & capacity to lead large group professional development, small group coaching sessions, and 1:1 coaching conversation.
- Evidence of previous development of professional development materials.
- Ability to work on a collaborative team.
Demonstrated ability to build relationships.
- Excellent organization and project management skills; the ability to manage details, and work independently; and the ability to manage multiple projects and set priorities accordingly.
- Documentations of a clear criminal record in compliance with state statute.
- Complies with drug-free workplace rules and Board policies.

Note: This assignment requires a valid driver's license and access/availability of a reliable vehicle. Employees must meet all prerequisite and ongoing qualifications to be covered by the service center's insurance carrier.

FLSA Classification: Exempt

Reports To: Director of Learning and Literacy

Job Objectives:

The ESC Personalized Learning Specialist will utilize Ohio's Personalized Learning Network, to build capacity and support the scale and spread of personalized learning across Ohio. The ESC Personalized Learning Specialist will grow understanding of the national personalized learning landscape and develop the skills to foster implementation

in Ohio schools and districts through engagement with national content experts. This role will act as a go-to partner for personalized learning for districts/schools within the region and participate in statewide scaling of personalized learning in Ohio through participation and leadership in state-level professional development. The Personalized Learning Specialist will play an integral role in the growth and sustainability of personalized learning within cohort schools/districts by co-designing and leading personalized professional development opportunities and participating in and growing an Ohio Personalized Learning Network.

Responsibilities and Essential Functions:

“The following duties are representative of performance expectations; however, the list below is not ranked in order of importance.”

1) Professional development and Support

- Provide professional development and technical assistance to district and school stakeholders including district and building level leaders, teachers, community members, etc. Professional development will include, but is not limited to leading large groups, small group coaching, and 1:1 support to educators and stakeholders at all levels of the school/district.
- In partnership with other ESC Personalized Learning Specialists, participate in and eventually lead the Ohio Personalized Learning Network.
- Lead and support school and district teams in developing and implementing a strategic plan to transform into a system of personalized learning.
- Research and provide relevant examples of personalized learning implementation that the school/district team can use to guide their journey.
- Provide support in guiding teams through the transformation process.
- Build sustainability and capacity for high performance and continuous innovation using reflective practice and critical analysis.
- Ability to provide support to schools and districts that may reside in rural, suburban, and urban areas within their region of the state.

2) Network Building

- Contribute to the Ohio Personalized Learning Network and support districts as they participate and contribute to the network.
- Co-design and lead events and activities for peer-to-peer learning within the OPLN.
- Build interest in ESC region and nearby regions for schools and districts to opt-in to personalized learning, with the flexibility of supporting and collaborating with neighboring ESCs around personalized learning.
- Foster networking opportunities for school teams and districts to connect around personalized learning.

- Communicate and present to regional/state system leaders and educators, at applicable meetings and conferences, on the progress of personalized learning in the region/state (in person and/or virtual).

3) Professional Learning

- Participate in required professional learning opportunities from ODE and KnowledgeWorks, including the initial onboarding training.
- Working alongside the ten ESC Personalized Learning Specialists across Ohio, collaborate as a cohort with the intention of co-designing, co-leading and then leading the Ohio Personalized Learning Network work in Ohio.
- Learn about other models of personalized learning that Ohio districts are utilizing.
- Continue to grow knowledge and expertise through individual professional development including books, articles, virtual learning opportunities, etc.

4) Data Collection and Continuous Improvement

- Assist in the coordination of and collection of student data and adult implementation data for personalized learning research in Ohio.
- Assist in the facilitation of the site assessment process, including the administration of the Opportunity Analysis, to gauge successful implementation.
- Contribute to the continuous evolution of teaching and learning services through sharing and reflecting on lessons learned in the field.

“Job performance is evaluated according to the policy provisions adopted by the Governing Board of the Educational Service Center of Central Ohio.”

Conduct:

Each staff member shall remain free of any alcohol or non-prescribed controlled substance and abuse of any prescribed controlled substance in the workplace throughout his/her employment with the ESC.

Terms of Employment:

Each staff member shall serve as a role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings. Each staff member has a legal responsibility to help instill in students the belief in and practice of ethical principles and democratic values.

It is the employee’s responsibility to maintain proper certification/licensure and to initiate the renewal process in sufficient time to receive the updated certificate/license prior to the expiration of the present certificate/license.

March 2022