Project Manager, Learning Experience Designer
(Job Number: 100021BR)

Campus Location	Tempe
Department Name	Mary Lou Fulton Teachers College
Full-Time/Part-Time	Full-Time
Grant Funded Position	This is a grant funded position and is contingent on future grant funding
Salary	$55,510 - $85,000 per year; DOE
Close Date	April 23, 2024
Job Description	Are you passionate about empowering educators and shaping the future of education? Do you thrive in collaborative environments and relish the challenge of managing complex projects and designing impactful learning experiences? If so, we invite you to explore this unique opportunity to join the Next Education Workforce team at Arizona State University's Mary Lou Fulton Teachers College (MLFTC). Next Education Workforce™ staffing models leverage educator teams to improve student outcomes and teacher working conditions. Schools and systems partner with Arizona State University's Mary Lou Fulton Teachers College to create learning environments where educators collaborate and students belong. ASU prepares education leaders to design and implement staffing changes that address the root causes of low and inequitable student outcomes and teacher shortages and burnout. We seek a highly skilled **Learning Experience Designer with project management expertise** to join the Next Education Workforce Initiative. We are honored to work closely with K-12 systems, schools, and organizations to build teams of educators who provide deeper and personalized learning for all students. We celebrate a start-up culture where initiative, creativity, and a willingness to embrace ambiguity are highly valued. If you thrive in a fast-paced environment, take the lead to explore new possibilities, and appreciate the challenge of building something remarkable from the ground up, we encourage you to join our team The campus location for this position is listed at ASU's Tempe campus, but a remote work option would be available for qualified candidates residing outside the greater Phoenix area (Maricopa County). MLFTC at ASU supports flexible work options, ranging from alternate work schedules to hybrid and full remote work schedules, subject to approvals per ASU policy.
Essential Duties	**Project Management** - Lead the development and coordination of multiple large-scale professional learning experiences through effective project management methodologies. - Collaborate with stakeholders, leadership, and related staff to define, identify, and secure all required project infrastructure and resources to deliver services. - Establish and continually monitor and manage project expectations, timelines, and budgets with the team, ensuring clear communication and accountability.

	• Measure and evaluate the impact of professional learning initiatives through data analysis, participant feedback, and other relevant methods. Propose data-driven adjustments for continuous improvement. **Learning Experience Design** • Incorporate multicultural perspectives, accessible design, and inclusive language throughout all aspects of professional learning offerings, resources, and interactions with colleagues and stakeholders. • Contribute to designing, developing, and reviewing high-quality, engaging professional learning experiences tailored to adult learners' diverse needs and developmental stages. • Design clear, impactful, and user-friendly resources such as learning modules, assessments, and instructional materials for various learning modalities (face-to-face, blended, and entirely virtual). **University Representation, additional responsibilities** • Advocate for and represent the university's commitment to catalyzing social change by being connected to social needs. This includes presenting on relevant topics, engaging in discussions, and fostering collaboration with external stakeholders. • Represent the university at state, regional, and national organizations, boards, conferences, councils, and committees as assigned. • Additional responsibilities as assigned.
Minimum Qualifications	Bachelor's degree and 5 years related experience; 1 of which are in project management, or any equivalent combination of experience and /or education from which comparable knowledge, skills and abilities have been achieved.
Desired Qualifications	• Inclusive Learning Advocate: Evidence of a demonstrated commitment to creating inclusive learning experiences for all learners, with a focus on recognizing and addressing various learning needs and backgrounds. This includes expertise in fostering diverse perspectives, utilizing accessible design practices, and cultivating a welcoming and respectful environment for all leaders, educators and students, alike. • Project Management Expertise: Proven ability to manage multiple complex projects simultaneously, prioritize competing demands, and utilize effective project management methodologies (e.g., Agile, Waterfall) to ensure successful project completion within timelines and budgets. • Strong proficiency with project management tools like Wrike and Google Suite is also required. • Adult Learning Design: Evidence of extensive understanding of adult learning principles and theories, with demonstrated experience in designing engaging and impactful professional learning experiences for diverse learners in various formats (face-to-face, blended, and fully virtual). • Expertise in instructional design and learning management systems like Canvas is a plus. • Data-Driven Improvement: Evidence of strong analytical skills and the ability to utilize data from various sources (e.g., participant feedback and learning assessments) to measure the impact of professional learning

	initiatives and propose data-driven adjustments for continuous improvement. • Exceptional Communication: Evidence of excellent written, verbal, and visual communication skills with the ability to present information clearly and concisely to diverse audiences, both internally and externally. • Technical Proficiency: Evidence of strong computer skills and experience with instructional design and graphic design tools (e.g., Canva). Familiarity with Google Apps, Slack, and other relevant technology platforms is highly desirable. • Experience within the K-12 education sector. • Experience working with current trends and best practices in professional learning design and delivery, especially in interactive, community-based, and online experiences. • Experience using AI-powered learning design tools to enhance the development of engaging and interactive learning experiences. • Experience collaborating within a cross-functional team environment and fostering positive working relationships.
Working Environment	Activities are primarily performed in a regular, climate-controlled office setting subject to extended periods of sitting, standing, walking; visual acuity and manual dexterity associated with daily use of desktop computer; bending, stooping, reaching and lifting up to 20 pounds; ability to clearly communicate verbally in English, read, write, see, and hear to perform essential duties; regular review of completed tasks. Remote work opportunities will be available for qualified applicants residing outside the greater Phoenix area (Maricopa County), subject to ASU policy.
Department Statement	ASU's Mary Lou Fulton Teachers College creates knowledge, mobilizes people, and takes action to improve education. Nationally recognized as a leader in teacher preparation, leadership development and scholarly research, Mary Lou Fulton Teachers College prepares over 8,000 educators annually. MLFTC faculty create knowledge by drawing from a wide range of academic disciplines to gain insight into important questions about the process of learning, the practice of teaching and the effects of education policy. MLFTC mobilizes people through bachelor's, master's and doctoral degree programs, through non-degree professional development programs and through socially embedded, multilateral community engagement. MLFTC takes action by bringing people and ideas together to increase the capabilities of individual educators and the performance of education systems. Aligned with ASU's charter, MLFTC is committed to inclusion and student success. The college's core value of Principled Innovation connects individual decision making with the social, cultural, emotional and educational needs of others while creating positive change for humanity.
ASU Statement	Arizona State University is a new model for American higher education, an unprecedented combination of academic excellence, entrepreneurial energy and broad access. This New American University is a single, unified institution comprising four differentiated campuses positively impacting the economic, social, cultural and environmental health of the communities it serves. Its research is inspired by real world application blurring the boundaries that traditionally separate academic disciplines. ASU serves more than 80,000 students in metropolitan Phoenix, Arizona, the nation's fifth largest city. ASU champions

intellectual and cultural diversity, and welcomes students from all fifty states and more than one hundred nations across the globe.

ASU is a tobacco-free university. For details visit www.asu.edu/tobaccofree AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply.

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will be considered without regard to race, color, sex, religion, national origin, disability, protected veteran status, or any other basis protected by law.

Notice of Availability of the ASU Annual Security and Fire Safety Report
In compliance with federal law, ASU prepares an annual report on campus security and fire safety programs and resources. ASU's Annual Security and Fire Safety Report is available online at https://www.asu.edu/police/PDFs/ASU-Clery-Report.pdf. You may request a hard copy of the report by contacting the ASU Police Department at 480-965-3456.

Relocation Assistance – For information about schools, housing child resources, neighborhoods, hospitals, community events, and taxes, visit https://cfo.asu.edu/relocation-services.

Employment Verification	ASU conducts pre-employment screening which may include verification of work history, academic credentials, licenses, and certifications.
Background Check Statement	ASU conducts pre-employment screening for all positions which includes a criminal background check, verification of work history, academic credentials, licenses, and certifications. Employment is contingent upon successful passing of the background check.
Instructions to Apply	Application deadline is 3:00PM Arizona time on the date indicated. Please include all employment information in month/year format (e.g., 6/88 to 8/94), job title, job duties and name of employer for each position. Resume should clearly illustrate how prior knowledge and experience meets the Minimum and Desired qualifications of this position. Only electronic applications are accepted for this position. https://cfo.asu.edu/applicant 100021BR