

VICE PRESIDENT OF LEARNING



LOCATION OF POSITION
Chicago, IL

REPORTS TO
Chief Executive Officer

COMPANY DESCRIPTION

The future vitality of the Latino community in the United States depends primarily on its ability to educate its youth, who are currently in critical need of navigating a pathway to higher education. New Futuro provides Latino families with the knowledge, guidance and the professional social network they need to get their students into college and beyond. By becoming members of New Futuro, parents and students gain access to free, bilingual resources and community connections to help them create and work a step-by-step plan to get into college. We enhance the probability of success by connecting our members with local non-profits and educational institutions via our online community and neighborhood outreach efforts. Fueled by our meaningful purpose, we are passionate about creating a high performance organization to promote Latino education and advancement.

POSITION DESCRIPTION

The purpose of the Vice President of Learning is to ensure that New Futuro achieves its educational objectives by strategically leading the instructional design of all learning events, programs and initiatives. Reporting to CEO, this position will be primarily responsible for analyzing member learning needs, defining learning objectives, aggregating and/or developing new content, implementing learning solutions and measuring learning outcomes. Located in Chicago, Illinois, this full-time position will shape integrated and blended learning solutions for New Futuro members across various platforms and modalities.

REQUIRED QUALIFICATIONS

- Leads a team (3-5 individual contributors) charged with delivering educational programming to members providing key information on Latino education and advancement across various platforms and modalities
- Creates and implements an educational programming strategy and action plan to deliver learning solutions that contribute to the success of New Futuro members
- Identifies key learning needs of New Futuro members based on quantitative and qualitative data
- Plans, directs, and coordinates learning objectives and instructional strategies; including developing the best methodologies for training delivery (i.e. web-based, classroom, etc.)
- Develops the infrastructure for all training and development programs by establishing standardized methods and procedures for delivery, evaluation, measurement and reporting
- Works with third-party subject matter experts to develop content when necessary and manage appropriate instructors and other contributors for the successful completion of programs
- Develops, maintains and distributes status learning and development reports as needed
- Manages fiscal aspects of training including ROI of programs in meeting or exceeding budget standards
- Measures, documents and reports on ROI assessments on learning initiatives
- Researches emerging training trends, new technologies, best practices, concepts and techniques to update

current training curriculum as appropriate

- Plans direct, supervise and coordinate work activities of subordinates and staff, assesses performance regularly. Mentors trainers in techniques and skills for building future leaders
- Performs other job duties as assigned

KNOWLEDGE SKILLS AND ABILITIES

- Demonstrated passion for adult education with 10 years minimum experience of progressive instructional design experience
- Minimum of 5 years experience in a management, operational, or supervisory role
- Experience with vendor and third-party training program selection, contract and service deliverable oversight
- Strong problem-solving, communication, training and presentation skills (Spanish and English)
- Knowledge of adult learning theory and training processes and best practices using technology.
- Ability to develop and implement effective strategy, aligning resources and managing execution
- Ability to multitask and self-manage in a fun, fast-paced and start-up environment.
- Ability to contribute individually, and lead, manage or participate in cross-functional teams
- Ability to create great working relationships with all levels within the company and across multiple disciplines
- Must have analytical skills, member focus, and ability to motivate/engage others
- Demonstrated Latino cultural understanding and competency
- Established contacts in prominent Latino or academic organizations focused on the Latino community
- Active in using social media platforms (e.g. Facebook, Twitter, LinkedIn, YouTube, WordPress, etc.)
- Bachelor's Degree in Adult Education, Business, or related discipline
- Experience and proficiency with Microsoft Office products (e.g. Excel, Word, and PowerPoint)
- Language Skills: Strong verbal and written Spanish and English is required

KEY COMPETENCIES

- **Results Oriented:** Drives for results; Fosters a High Performance Culture, Manages Execution, Promotes a Member-Focused Environment
- **Strategic Minded:** Commits to the Right Priorities; Thinks Big, then Thinks Bigger, Thinks and Acts Strategically, Shapes Strategy
- **People Focused:** Attracts and Retains Talent, Celebrates Success, Promotes Having Fun, Optimizes Talent
- **Values Driven:** Delivers Social and Economic Value; Builds Reputation on Social Responsibility; Promotes Ethical Behavior; Establishes Trust

INTERESTED CANDIDATES SHOULD EMAIL ANGEL GOMEZ AT ANGEL@NEWFUTURO.COM.