



## Director of Learning & Development

### Job Scope

As the Director of Learning and Development (L&#038;D), you will play a key role in shaping the educational and developmental programs and initiatives of Facility Solutions Group. You will be responsible for creating and implementing strategies that aim to enhance the quality of education and achieve educational objectives while ensuring that the programs are aligned with the company's mission and values. Through your leadership and guidance, you will foster a culture of continuous learning and development, empowering the workforce to acquire new skills, knowledge, and competencies to help them grow personally and professionally. As the chief architect of the company's education and training programs, you will lead a team of educators, trainers, and subject matter experts and collaborate with other departments to ensure that the programs meet the needs of the business and its employees.

### Responsibilities

- **Educational Leadership:** Provide visionary leadership and strategic direction to the educational department or organization. Develop and articulate the organization's educational mission, goals, and policies. Ensure alignment with overall organizational objectives.
- **Curriculum Development:** Lead the design, development, and evaluation of educational curricula, instructional materials, and assessment tools. Collaborate with subject matter experts, educators, and curriculum specialists to ensure relevance, effectiveness, and alignment with educational standards.
- **Program Management:** This role oversees educational programs and initiatives' planning, implementation, and evaluation. It ensures that programs meet learners' needs, adhere to educational standards, and comply with relevant regulations. The person in this position also monitors program outcomes and makes data-driven decisions about improving the programs.
- **Professional Development:** Develop and implement professional development programs for teachers and educators. Provide opportunities for ongoing training, mentorship, and support to enhance instructional practices, curriculum delivery, and assessment methodologies.
- **Educational Technology:** Stay abreast of technological advancements in education and integrate innovative educational technologies into teaching and learning practices. Promote the effective use of educational technology tools and resources to enhance instructional quality and student engagement.
- **Collaboration and Stakeholder Engagement:** Collaborate with teachers, administrators, parents, and community stakeholders to foster positive relationships and partnerships. Regularly communicate to gather feedback, address concerns, and ensure a collaborative and inclusive educational environment.

As an EEO/Affirmative Action Employer all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status.



- **Data Analysis and Assessment:** Analyze educational data and assessment results to monitor student progress, identify areas for improvement, and inform instructional strategies.
- **Implement data-driven decision-making processes** to improve educational outcomes.
- **Policy Development and Compliance:** Stay updated on educational policies, regulations, and compliance requirements. Develop and implement policies and procedures to ensure adherence to educational standards, student safety, and legal obligations.
- **Budget Management:** Develop and manage the education department's budget, ensuring efficient resource allocation and utilization. Monitor expenditures, control costs, and seek funding opportunities to support educational initiatives.
- **Research and Innovation:** Stay abreast of current educational research, trends, and best practices. Promote a culture of innovation, continuous improvement, and evidence-based practices. Implement research-based strategies to enhance educational outcomes.

## Requirements

- Master's or doctoral degree in Education, Educational Leadership, or a related field (preferred).
- Significant experience in educational leadership, instructional design, or curriculum development.
- Strong knowledge of educational theories, methodologies, and best practices.
- Familiarity with educational standards, regulations, and compliance requirements.
- Experience in program management, including planning, implementation, and evaluation.
- Excellent communication, interpersonal, and leadership skills.
- Ability to build and maintain collaborative relationships with stakeholders.
- Analytical and data-driven mindset with the ability to interpret educational data.
- Knowledge of educational technology tools and their integration into instructional practices.
- Budgeting and financial management skills.

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