



NursesMC™

Academic Training and Development Manager

NursesMC Overview:

The Nurses Middle College (NursesMC) charter high school model was created in 2011 as a solution to the critical nursing shortage and to ensure a diverse nursing/healthcare workforce is prepared to improve health equity outcomes. The flagship school, located in Providence, RI has received national and international attention for its innovative design, impressive student achievement, and positive impact on the community. NursesMC students receive a rigorous college preparatory curriculum, participate in health care internships, obtain an entry level patient care workforce certificate, and earn up to 16 transferable college credits towards a nursing/health care post-secondary degree. The second NursesMC school launched in Albany, NY in fall 2023, and a third school is scheduled to open in Nashville, TN in fall 2025. NursesMC is a non-profit Charter Management Organization, and its network schools are separate, 501c3 organizations with their own local Boards, working collaboratively and contractually with NursesMC to replicate the nursing middle college model with fidelity to the NursesMC's mission and vision.

NursesMC gives students a rich, hands-on, rigorous educational experience unlike any other.

- Nursing content is infused throughout the curriculum.
- Students engage in learning experiences at area healthcare facilities, including a 40-plus-hour clinical internship.
- Nurses and other area health professionals teach and mentor students.
- All students earn a certified nursing assistant (CNA) certificate or other healthcare workforce credential so they can earn while they learn.
- Students dually enroll in college courses at no cost. They learn what it takes to succeed in college and earn credits they can transfer to reduce the time and money they spend earning a degree.

Position Overview:

The **Academic Training and Development Manager** at NursesMC will lead and support the training and development and implementation of instructional strategies across the network. This role will work closely with school-based teams to enhance instructional practices, support professional development, and ensure alignment with organizational goals. The **Academic Training and Development Manager** will drive academic improvement through data analysis, curriculum support, and coaching, fostering a culture of excellence and continuous growth.

Essential Duties and Responsibilities:

- **Curriculum Support and Implementation:**
 - Maintaining curriculum maps and scope and sequence documents.
 - Ensure that curriculum and instructional practices comply with all relevant state and federal regulations and accreditation standards.
 - Assist in developing and revising common assessments and test items as needed.
 - Implement regular evaluations of curriculum effectiveness and impact on student outcomes, adjusting strategies based on data and feedback.
 - Analyze student achievement data to identify strengths and areas for improvement.
 - Develop and implement strategic action plans to address curriculum gaps and enhance student performance.

- Work with educational consultants, as needed, to enhance curriculum design and implementation, leveraging their expertise to ensure high-quality instructional practices and effective strategies for student success.
- Familiarity with state testing standards, ACT/SAT.
- **Instructional Leadership and Coaching:**
 - Support the development of school-wide strategic plans and action plans.
 - Conduct data analysis and facilitate action planning based on performance metrics.
 - Lead coaching cycles and develop Professional Development (PD) plans.
 - Set expectations and facilitate instructional planning using data insights.
 - Provide feedback to school-level instructional teams on professional development, Professional Learning Communities (PLCs), coaching, and modeling.
 - Collaborate with school-based leadership to strategically plan and deliver the school's instructional program.
 - Focus on growing the skill sets of school-level teams in instructional coaching, modeling, and best practices.
 - Collaborate with the school-based leadership team to develop and refine the school's professional development priorities.
- **Professional Development and Capacity Building:**
 - Create and deliver professional development sessions as needed.
 - Assist in planning and delivering training sessions for school-based leaders and faculty.
 - Collaborate across departments to address school needs and engage in professional learning communities to share best practices.
- **Collaboration and Communication:**
 - Conduct regular school visits to action plan and build capacity with school-based leadership.
 - Collaborate with the school-based leadership team to ensure alignment between instructional practices and organizational goals.
 - Engage in professional learning communities across geographic areas to share best practices.
 - Provide support to special programs and initiatives as requested.
- **Additional Duties:**
 - Perform other duties as assigned by the Managing Director of Schools.

Qualifications and Skills:

- Demonstrated commitment to the mission of NursesMC and alignment with company values in academic excellence, operational performance, and growth.
- Proven ability to lead and achieve results through others, with strong interpersonal skills to manage sensitive situations.
- High proficiency in organizing and managing multiple priorities with flexibility.
- Proficient in MS Office, instructional technologies, and successful virtual course implementation.
- Skilled in delivering engaging presentations and managing large amounts of data for reporting and analysis.
- Ability to maintain professionalism, accuracy, and a proactive approach to improving quality.
- Strong customer orientation and project management skills.

Job Requirements:

- Bachelor's degree required; Master's degree in Educational Leadership, Curriculum & Instruction, or a related field preferred. Equivalent combinations of training and experience may be considered.
- At least 2 years of experience in a curriculum or instructional coach role and 2 years of teaching experience at the high school level.
- Proficiency in Microsoft Office (Word, Excel, PowerPoint, Outlook), and Student Information Systems (SIS).
- Commitment to the mission of NursesMC.
- Experience or strong interest in healthcare education is desired.
- Experience with the American Reading Company and Agile Mind curriculum is a plus.
- Ability to manage multiple priorities and adapt to a dynamic educational environment.
- Willingness and ability to travel regularly to all campuses within the network to provide on-site support, conduct evaluations, and facilitate professional development sessions.

How to Apply:

Interested candidates should submit a resume and cover letter to LWilkinson@nursesmc.org with the subject line "Academic Training and Development Manager – [Your Name]."

Application Deadline: October 15, 2024 for priority consideration

Additional Information:

- **Job Type:** Full-time
- **Pay:** \$80,000 - \$90,000 per year
- **Work Location::** Remote/Hybrid, with a preference for candidates residing within driving distance of Nashville, TN, Providence, RI, or Albany, NY. Regular travel to schools (approximately 50-75%) is required.

NursesMC is an equal-opportunity employer and celebrates diversity within our staff and community. We encourage all qualified applicants to apply.