

## Recruitment Announcement - Learning Services Manager (US)

Due to the growth of the Learning Services team, we are currently looking for an enthusiastic and motivated Learning Services Manager to join Learning Services team to champion a team of dedicated and passionate learning service educators.

Reporting to the Director of Professional Learning, the primary focus of this role would be to ensure the team is supported to deliver quality presentations to internal and external stakeholders and the content offer for the Learning Services team is maximized. This is a remote position supporting a remote team and will require significant travel (up to 50%).

Some of the key responsibilities of the role will include, but not be limited to:

- Provide leadership through effective communication of vision, active coaching, and personal development.
- Provide regular feedback to team members after presentations, providing mentoring and coaching where applicable to support professional development.
- Manage and oversee the PL schedule, making adjustments as necessary to maximize team involvement and engagement.
- Coordinate with Director Business Development and Director of Account Management to maximize and schedule learning support services to ORIGO clients.
- Coach and manage presenters and trainers to deliver effective and persuasive presentations.
- Undertake continuous improvement audits on the bank of presentations to ensure content, tone, examples and style is relevant to target audiences.
- Identify and recommend adjustments and improvements to existing presentations and ensure market awareness to maximize exposure for the ORIGO product offer.
- Ensure customer feedback and evaluation is reported to Director of Professional Learning and other relevant stakeholders.

### **WHAT YOU WILL BRING**

To be successful in this role, you will be highly organised, with a positive 'can do' attitude and a desire to learn, as well as:

- Master's degree in elementary mathematics education or another relevant field
- Demonstrated experience (5+ years' experience) providing professional learning in mathematics, ideally at an elementary school level
- Proven experience and ability in managing and nurturing small to medium sized teams.
- Knowledge of elementary mathematics content and pedagogy documented through publications, national conference presentations, or similar professional experience
- Experience facilitating and/or supporting change in instructional practices
- Current knowledge of best practices and market trends in Education and/or Mathematics
- Proven ability to build and sustain positive relationships with team members, stakeholders, and customers that facilitates effective information gathering and sharing
- Strong voice in influencing cross-functional and leadership buy in, specifically when introducing new initiatives
- Understanding of business priorities and how Learning Services can enable business results.

If you are interested in understanding this role further, please contact Helen Tame.

Alternatively, you can apply for the role by providing a copy of your CV and a cover letter outlining your experience as it relates to this role via email to [h\\_tame@origo.com.au](mailto:h_tame@origo.com.au)

Please note that applications should be sent to us by 1<sup>st</sup> February, 2019.