

Director of Learning & Engagement

Since 1979, Leadership Austin has been providing opportunities to build sustainable leadership in Greater Austin. At Leadership Austin, we believe each of us can engage in inclusive collaborations with all voices being heard in open and balanced civic discussion. By fostering community involvement and the exercise of civic responsibility, we work to promote leadership to grow and enhance our region.

If you are interested in shaping the future leadership of Greater Austin, please apply!

Vision for Position

The Leadership Austin [Board of Directors](#) and [staff](#) are exploring how this post-pandemic environment will impact our program delivery, participant engagement and collaborative efforts to enhance equity in our region. The organization is seeking a Director of Learning & Engagement that will work to enhance our educational programs and help build community relationships through skills and value based education. The Director of Learning & Engagement must be interested in teaching and guiding emerging and established leaders to think differently and to enable these leaders to engage in productive and inclusive dialogue and collaboration. This position will find the support of a high-functioning Board, committed staff partners and a strong alumni network of community resources to draw from.

Overview for Position

The Director of Learning & Engagement's primary responsibility for several [Leadership Austin programs](#), with success being evaluated based on measures from participants, program quality, effectiveness and financial success. Responsibilities include, but are not limited to, planning, delivering, documenting, evaluating, and managing programs to further the organization's [mission, vision and values](#).

Today this position will lead the [Emerge](#) (emerging leaders) and [Equip](#) (third party contract education) programs but will also engage across the entire suite of Leadership Austin programs. Specifically, this position will focus on skills and value based learning exploring the leadership styles, personal and professional values and dialogue training being presented across all programs. No one person has expertise in all areas, but the individual must be curious about other's perspectives and have the ability to craft curriculum that can present those varying points of view.

In executing those responsibilities, the Director of Learning & Engagement is also responsible for:

- Program design and facilitation of programs
- Planning values-based curriculum
- Securing content experts as presenters and third party curriculum contracts
- Generating and monitoring financial success of programs
- Supporting Board committees and program-related events

The Director of Learning & Engagement reports to the Chief Program Officer and works in collaboration with Leadership Austin staff, volunteers, community leaders, and others.

Strategic Leadership Skills

The Director of Learning & Engagement must possess excellent critical thinking skills for complex problems with multiple stakeholders, exemplary verbal skills in dealing with stakeholders of diverse backgrounds and interests, and excellent writing and communication skills. Comprehensive experience is required including but not limited to listening, relationship building, strategic planning, evaluation, directing and motivating others, oral and written communication skills, and a comfort level in financial management.

The Director of Learning & Engagement must:

- Be comfortable working with individuals and groups of very diverse backgrounds, interests, points of view, etc.
- Be comfortable and effective in public speaking roles
- Have an interest in collaborating cross-functionally with community stakeholders to analyze and understand the needs of Greater Austin
- Anticipate, coordinate, and execute actions to complete logistical aspects of programming in a timely manner
- Problem solve quickly and effectively
- Provide strong attention to detail, and demonstrate ability to multi-task
- Work independently

Requirements for the Director of Learning & Engagement

The Director of Learning & Engagement must have 5-7 years of experience directly related to the essential functions of the position, and be able to demonstrate proficiency in these areas:

- Knowledge and practice of adult learning models with solutions focused on increasing the effectiveness of community engagement and system change
- Willing to innovate and pilot new learning models
- Managing program development, delivery, documentation, and evaluation focused on an adult learning audience
- Experience facilitating adult discussion in a variety of circumstances
- Provide strategic consultation on the design and delivery of contract training services to third party clients. This will include identifying and implementing new business opportunities designed to grow learning services revenue and increase the overall value provided to clients.
- Excellent writing skills and interpersonal communication skills
- *Preferred (not required): dual language, college degree, Leadership Austin Essential or Emerge Alumni*

Schedule

Leadership Austin provides work schedule flexibility. Remote working is available on Mondays and Fridays with standard office hours on Tuesday, Wednesdays and Thursdays. Job does require occasional evenings, weekend seminars and events.

To apply

If you have any questions contact Christopher Kennedy. Please submit a cover letter and resume to Christopher Kennedy ckennedy@leadershipaustin.org no later than August 16, 2021 at 12:00 pm (noon).