

Implementation Specialist - Massachusetts

About SPED Strategies

SPED Strategies believes every student with a disability deserves access to a high quality education in an environment where they can thrive. We support leaders and educators across all levels of the education system and community by connecting the dots between policy, funding, and academics to advance outcomes for students with disabilities.

The Opportunity

Long-standing inequities have driven poor educational outcomes for students with disabilities. SPED Strategies is on a mission to change this through meaningfully designed professional learning for school systems, leaders and educators. We are seeking an Implementation Specialist to assist in executing high quality systems and structures in our Massachusetts region in service of disrupting traditional approaches to professional learning.

SPED Strategies has experienced rapid growth, and we are looking for someone who wants to bring their ideas, entrepreneurial spirit, and skills to our growing organization. The successful candidate for this role will have a relentless focus on improving outcomes for students with disabilities, a deep understanding of the importance of effective and efficient systems and processes to support the implementation of professional learning activities, and the ability to forecast challenges that may arise and propose aligned solutions in service of meeting team goals.

A SPED Strategies Implementation Specialist in our Massachusetts region will:

- **Enhance Professional Learning.** You will conceptualize, develop, and receive feedback on resources used in our professional learning sessions. To do this, you will utilize our existing catalog of professional learning resources and enhance their impact by embedding regional context. Through research on the region you are supporting, you will propose changes and engage in iterative rounds of design by weaving together diverse constituent input.
- **Maximize Existing Systems.** You understand the big picture and how to strategically prioritize tasks in order to accomplish broader goals. You will maintain pre-established processes, tools and strategies for the development, organization, and execution of projects. As you implement them, you will reflect on what is working and what can be improved to more strategically work in alignment with project, team, and organizational goals. You will use these reflections to drive continuous iteration to maximize the systems that drive our shared work.
- **Drive Cohesive and Concise Communication:** You believe that feedback is a valuable tool for continuous growth, development and overall improvement. With this in mind, you will work strategically with a team of colleagues in your region to develop and deliver high-quality and error-free communication to the various participants as we execute our professional learning engagements. You will implement protocols, practices, and structures that will ensure all participants feel invested, understand their role and are set up for success as it relates to participation in innovative professional learning.

- **Embody flexibility / adaptability:** You thrive in a fast-paced, entrepreneurial environment that requires you to adjust quickly to changing priorities and conditions. You enjoy responding to complexity and change, and know how to use ambiguity as an opportunity for innovation and advancement. You are excited to work in a new role, and know that role will evolve over time.

Experience

SPED Strategies is seeking an Implementation Specialist for our Massachusetts region with a demonstrated commitment to improving outcomes for students with disabilities. The successful candidate will have:

- Bachelor's degree required; advanced degree is a plus.
- 5+ years of experience in K-12 education in Massachusetts, time focused on special education and/or working with students with disabilities is a plus.
- Experience in designing and/or facilitating adult professional learning within a state, district, school or other educational organization.
- Proven commitment to equity for all students, including students with disabilities
- Efficient planning skills with demonstrated ability to manage competing priorities and a dynamic schedule
- Comfort with ambiguity and complexity; ability to assess challenges, identify flexible solutions, and adapt as necessary.
- Strong oral and written communication skills
- Skill with learning and using digital tools like Canva, Google Docs, Smartsheet, and Airtable for document design and project management
- A demonstrated commitment to working through obstacles to achieve individual and team goals and following through on all tasks, big or small

Location & Compensation

This is a full-time position located from a home office. Living in or near Massachusetts is not required, but preferred. Some travel to state agency, district, and school sites in Massachusetts is expected on a regular basis as part of this role. The salary range for this position is \$65,000-75,000. New hires are typically brought into the organization at a salary between the range minimum and midpoint depending on experience, qualifications, and in alignment with internal equity. We offer competitive benefits including a 401(K) with employer match, full medical, dental, and vision coverage for employees, generous vacation time, family friendly policies, flexible work environments, and other benefits.

Equal Opportunity Employer

SPED Strategies is an equal opportunity employer. All applicants will be considered for employment without attention to disability, race, color, religion, sex, sexual orientation, gender identity, national origin, or veteran status.

To Apply

Visit SPEDStrategies.com to submit your resume and cover letter (optional). Applications will be reviewed on a rolling basis

