

**Early Career Learning Labs (ECLL)
Virtual Coaches
2017-18 School Year**

Early Career Learning Labs (ECLL):

The ECLLs are a blended learning professional learning opportunity that includes both local affiliate-based, face-to-face meetings and on-line coaching sessions around teacher-identified problems-of-practice.

Job Description for Virtual Coaches:

Virtual Coaches will be responsible for guiding and supporting a small group of Early Career Educators (ECEs) in unpacking and learning around their problems-of-practice through two, 6-8 week Learning Cycle processes during the 2017-18 school year. Responsibilities include:

- leading online video conference meetings with ECEs (e.g. Zoom);
- leading asynchronous, online conversations;
- coaching small groups of ECEs (3-5) around their problems-of-practice;
- navigating and documenting ECE progress for local affiliates and the NEA;
- attending monthly virtual meeting/training calls; and
- attending an in-person training kick-off meeting (September 30 - October 1, 2017) facilitated by NEA. (We are still working with our travel department on the specific city, but it will either be in Denver, Chicago, or St. Louis. NEA will pay for Virtual Coaches to attend the training including any travel, hotel, food, or substitute teacher costs needed.)

Virtual Coaches are expected to spend 4-6 hours per week on this work. This member support opportunity will pay \$3000 for the 2017-18 school year.

Preferred Qualifications:

- Experience and training as a cognitive coach
- Experience and training as a coach or mentor to early educators
- Experience leading and organizing professional learning online
- Experience and knowledge of blended and online strategies
- Experience using edCommunities for professional asynchronous conversations
- Experience and knowledge of adult learning theory

Required Qualifications:

- Access to a computer with webcam and audio at home and at school
- Access to the internet at home and at school
- Successful experience using online digital tools for communication and collaboration
- Fluent with Google Docs
- Able to troubleshoot and support others using technology
- Experience using digital tools to connect and learn professionally
- Current NEA member

Application Process:

August 6 – Deadline for all applications

Week of August 21 – Acceptance notifications and MOUs will be sent out

August 28 – Deadline for signing MOU and accepting the position

September 30 – October 1– In-person training in the mid-West; specific place to be announced

Click this [link](#) to start your application.

If you have any questions or concerns, please contact Ann Nutter Coffman, acoffman@nea.org or Ambereen Khan-Baker, akhanbaker@nea.org

**NEA Blended Learning Courses
Course Facilitators
2017-18 School Year**

NEA Blended Learning Courses:

During the 2017-18 school year, the NEA will launch five professional learning courses in a blended learning format on our Learning Management System (LMS). These blended learning courses include both local affiliate-based, face-to-face meetings and on-line facilitated experiences focused on educator-identified problems-of-practice.

Job Description for Course Facilitators:

Course Facilitators will be responsible for guiding and supporting small groups of educators in unpacking and learning around their problems-of-practice through two Learning Cycles during the 2017-18 school year. Responsibilities include:

- leading online video conference meetings with educators (e.g. Zoom);
- identifying and compiling relevant curriculum materials from the Learning Management System (LMS) modules that will assist educators in exploring their problems-of-practice;
- leading asynchronous, online conversations;
- navigating and documenting educator progress within the LMS;
- attending monthly virtual meeting/training calls; and
- attending an in-person training kick-off meeting (September 30 - October 1, 2017) facilitated by NEA. (We are still working with our travel department on the specific city, but it will either be in Denver, Chicago, or St. Louis. NEA will pay for Virtual Coaches to attend the training including any travel, hotel, food, or substitute teacher costs needed.)

Course Facilitators are expected to spend an average of 2-4 hours per week on this work. This member support opportunity will pay up to \$2000 for the 2017-18 school year.

Preferred Qualifications:

- Experience leading and organizing professional learning online
- Experience and knowledge of blended and online strategies
- Experience and knowledge of adult learning theory
- Experience teaching courses within an LMS
- Experience using edCommunities for professional asynchronous conversations

Required Qualifications:

- Content expertise in one of the following areas: LGBTQ, Bully Free, English Language Learners, Cooperating Teacher, or Classroom Management
- Access to a computer with webcam and audio at home and at school
- Access to the internet at home and at school
- Successful experience using online digital tools for communication and collaboration
- Experience using digital tools to connect and learn professionally
- Fluent with Google Docs
- Able to troubleshoot and support others using technology
- Current NEA member

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September 30 – October 1– In-person training in the mid-West; specific place to be announced

Click this [link](#) to start your application.

If you have any questions or concerns, please contact Michele Johnson, mjohnson@nea.org or Ann Nutter Coffman, acoffman@nea.org