

Director of Information Technology

Summit Learning must invest in high-quality secure information technology (IT). We're looking for a seasoned and highly-flexible leader who is excited to not just set the strategy and direction for our IT team, but wants an environment where they can do the hands on work. Ultimately this role is responsible for ensuring that everyone at Summit Learning has the right technology and support to do their best work.

This is a full time role reporting to the Chief Operating Officer of Summit Learning. The Director of IT will need to collaborate closely with a team in Redwood City, CA, but the position can be based anywhere in the country. The Director of IT will help plan and execute the launch of the new nonprofit and must be in place prior to June 1.

Who We Are:

Summit Learning is our approach to teaching and learning. Created by Summit Public Schools over the course of 15 years, it is based on established learning science and is the foundation on which Summit's successful schools were built, with our schools consistently ranking among the best in the nation.

Today, schools across the country are implementing Summit Learning in their own context, thanks to the Summit Learning Program - one of the country's leading personalized learning programs. More than 380 schools in 38 states and the District of Columbia are participating in the program where they receive free access to professional development, ongoing coaching and a rigorous curriculum for grades 4-12.

Are you looking for the opportunity to lead change? Do you want to help reimagine what schools should be? We put students in the driver's seat and empower them with the skills and habits they need to be successful in college and life. We need diverse, driven, and dynamic talent to join our growing team to help realize our educational vision.

What You'll Do:

- Develop a strategy to proactively identify and address areas of the organization where technology could play a key role in accelerating our efforts and unlocking employee productivity.
- Play a hands on technical role in building and buying modern corporate infrastructure systems (collaboration, device management, identity, networking, etc) to support our

The logo for Summit Learning Program features a stylized orange sunburst icon above the text "SUMMIT Learning™ Program". "SUMMIT" is in a bold, blue, sans-serif font, while "Learning™ Program" is in a lighter blue, sans-serif font.

SUMMIT Learning™ Program

growth with a strong focus on information security.

- Build the IT organization from the ground up through hiring and directly managing a high-performing team of contractors and employees.
- Ensure the highest levels of customer service in a collaborative environment with a keen focus on helping people resolve issues and problems.
- Manage external vendor relationships to ensure that we negotiate appropriate pricing, develop strong partnerships, and receive the best quality services available.
- Create, track, and manage the IT budget in partnership with our Finance team.

What You Need:

Key Qualities and Skills

- Commitment to **uphold Summit Learning's values**, belief that all children deserve a rigorous and equitable education that prepares them for college and for life.
- **Bachelor's Degree or equivalent experience** is preferred.
- Experience **building and managing technical IT** and/or Information Security teams.
- Experience **managing in a fast paced customer service environment**, preferably within a technical organization.
- Experience in **education** is preferred.
- Highly **skilled communicator** who is also self-motivated and organized.
- **Excellent interpersonal skills** and the ability to engage internal stakeholders at all levels in a fast-changing environment.
- Clear **health and background check**.

Who You Are:

About You

- You maintain **high expectations** for all students and believe all students can find success in school, college, and life.
- You **thrive while collaborating** and are excited to work with your colleagues. You find positivity in share successes.
- You're deeply **dedicated to social justice** and feel motivated by the challenge and impact of working in a heterogenous community and closing the achievement gap.
- You **share our vision** to reimagine what schools should be and are excited to make an impact on the public education landscape.
- You are **data driven** and have the ability to collect, evaluate, and utilize data in meaningful ways.
- You are **positive and resilient** in the face of big challenges.

The logo for Summit Learning Program features a stylized orange sunburst icon above the text "SUMMIT LeARning Program". The word "SUMMIT" is in all caps, "LeARning" has a mix of caps and lowercase, and "Program" is in all caps. The text is in a blue, sans-serif font.

SUMMIT LeARning Program

- You take **initiative and ownership** in driving your work to meet personal and team goals.
- You possess **strong relationship** skills, with the ability to motivate, inspire, develop, and communicate with a diverse group of teachers, leaders, staff members, and community members.
- You have an ability to apply **honest, actionable, and timely feedback** that results in improved performance.
- You have a **strategic mindset** when it comes to executing Professional Development initiatives.
- You are **empathetic and culturally competent**. You're open to having hard conversations.
- You thrive in **innovative** environments, and are comfortable with the ambiguity that can come with a dynamic and progressive workplace.
- You're **committed to continuous improvement**, see feedback as a positive, and have a growth mindset.

What You Get:

Summit Learning will offer competitive salaries and benefit options for full-time employees.

We strive to recruit a diverse team. Summit Learning will be an equal opportunity employer and does not discriminate against any employee or applicant on the basis of race, color, ethnicity, national origin, religion, gender, gender identity and/or expression, sexual orientation, disability, age, marital status, military status, pregnancy, parenthood, citizenship status, creed, or any other characteristic protected by federal, state or local law. Summit Learning will provide reasonable accommodations for qualified individuals with disabilities.

People from all diverse backgrounds are strongly encouraged to apply.

To apply: Please send a cover letter and resume, both as PDFs, to careers@summitlearning.org. Please include the role you are applying for in the subject line.