



Who We Are

T.L.P. Education is a nonprofit organization guided by the vision that all educators should be empowered to truly meet the needs of all of their students. Working with Teachers, Learners, and education Partners, T.L.P. Education provides knowledge, tools, and training to schools across the country through the Summit Learning Program. Together, we are helping educators achieve their goals, students realize their full potential, and schools serve their communities. Learn more at <https://www.summitlearning.org/about-us>.

The Summit Learning Program currently supports more than 70,000 students in hundreds of schools nationwide. Their diverse communities are represented through district, charter and independent schools.

Our Values:

- ***We stay at the forefront of our work:*** We continuously improve, learning directly from those who are doing the work.
- ***We are optimistic about change and the possibilities therein:*** We welcome programmatic improvements and strategy shifts which will result in positive results for children and communities.
- ***We value our people, and we support their growth within their zone of proximal development:*** Our people are at the center of our work, and we support their development by finding their level of potential development through problem solving and in collaboration with peers.
- ***We mean what we say, and we commit to our promises:*** We follow through on our commitments with honesty and integrity.
- ***We do more with less:*** We are a non-profit organization serving schools and we are responsible stewards of our resources.
- ***We are principles-based not rules-based:*** We make decisions based on what we believe is best for our people and the communities we serve as opposed to adhering to a prescriptive set of immovable practices.
- ***We value diversity and strive to be inclusive in our work, both for our students and our team members:*** We believe in the importance of teaching children in alignment with our values and honoring every individual story and unique path.

Summit Learning Success Manager

Position Overview:

Our Summit Learning Success Manager is responsible for the adoption and continuous quality implementation of the Summit Learning Program. Each Success Manager will be responsible for a portfolio of schools located in several regions of the country. This role balances being the primary relationship between Summit Learning and our partner schools, building the capacity of school leaders, product expertise, and ensuring implementation quality. The Success Manager



SUMMIT LEARNING™ PROGRAM

will report directly to a Director of Account Management on the Summit Learning Program. This is an exempt position.

Skills and Responsibilities:

Expertise in School Portfolio and Relationship Management

- Understand the Summit Learning model, Site Level Conditions, Instructional Look-Fors, and key metrics for implementation and quality.
- Have a developing understanding of change management at the school level
- Use school level metrics in order to prioritize support
- Serve as the primary contact for school leaders and manage a portfolio of schools through the adoption and continued implementation phases of Summit Learning, including launch support, implementation fidelity and quality, and renewal/expansion
- Continuously monitor and surface any key vulnerabilities that jeopardize the successful adoption/ implementation of Summit Learning with your Director of School and District Success
- Drive renewal and expansion for your portfolio of schools
- Be a product expert and provide insights to school leaders to ensure that they get the most out of the platform with the aim of helping drive quality implementation

Autonomy

- Develops and executes on school plans with oversight from manager
- Understand implementation outcomes by analyzing school health metrics, owning school level NPS and gathering product feedback

Strategy and Influence

- Ability to manage relationships and implementation quality for a set of school accounts
- Conduct virtual coaching to Summit Learning school leaders to build their capacity in driving high quality implementation of the Summit Learning Program at their sites
- Become a trusted partner of school leadership by regularly communicating about issues and successes, continually focusing on strategic alignment between school and organizational goals, and seeking to add value through every interaction
- Ensure school leaders and teachers are accessing and maximizing their participation in Summit professional development opportunities, including regional convenings, webinars, and learning space resources
- Represent the voice of our users to provide input into platform and program development

Collaboration

- Internally with Support Specialists:



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- Identify and communicate needs for additional specialized support, and collaborate with Success Specialists to ensure schools are satisfied with support and outcomes are met
- Externally with school leaders:
 - Be quick to act and be a fast responder, while always maintaining thoroughness and alignment to organizational goals

Facilitation of Trainings

- Facilitate Summer Training and Regional Convenings
 - Summit Learning currently offers each school a full week of Summer Training, and two days of Regional Convening training twice a year. You will be a key facilitator at these trainings.

Qualifications:

- Commitment to **uphold Summit's values**, belief that all children deserve a rigorous and equitable education that prepares them for college and for life
- **Bachelor's Degree** (a Master's Degree or above preferred)
- Experience with **school technology** required
- **4-5+ years experience** in education
- **Ability to travel** for 20-25% of work time
- Clear **health and background check**

What We Expect From 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 heterogeneous 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 you collect, evaluate, and utilize data in meaningful ways.
- You are **positive and resilient** in the face of big challenges.
- You take **initiative and ownership** in driving your work to meet personal and team goals.
- You possess **strong relationship** skills and you motivate, inspire, develop, and communicate with diverse groups of teachers, leaders, staff members, and community members.
- You 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.

The logo for Summit Learning Program features a stylized orange asterisk above the word "SUMMIT" in blue, followed by "LeArNing™ Program" in a blue, sans-serif font.

SUMMIT LeArNing™ Program

- 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 Can Expect From Us:

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

We strive to recruit a diverse team. Summit Learning is 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 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.