

POSITION District Coordinator of Personalized Learning

GENERAL DESCRIPTION

The District Coordinator of Personalized Learning will oversee the implementation and management of unique course delivery models across the district, ensuring innovation and alignment with student needs. This role will coordinate credentialing processes, maintain accurate data systems, and ensure compliance with relevant standards. The Coordinator will support the development and expansion of targeted work-based learning experiences, connecting students with real-world opportunities. Additionally they will manage the internal deployment of postsecondary value-add opportunities, enhancing student pathways beyond high school. Finally the Coordinator will actively support strategic district priorities and initiatives contributing to a forward-thinking educational environment.

QUALIFICATIONS

- Valid Ohio State Board of Education teacher licensure covering students in Grades 10 - 12;
- Bachelor's degree in Education, Educational Administration, Career and Technical Education, or a related field (Master's degree preferred);
- Minimum of 3 years of experience in K-12 or postsecondary education, program coordination, or career-technical education;
- Strong skillset/understanding of areas such as
 - College Credit Plus (CCP), credit recovery, online learning models, and early college programming;
 - Industry-recognized credentials;
 - Design and/or coordination of Work-Based Learning (WBL) opportunities;
 - Post-secondary opportunities;
 - Student outcome reporting;
 - Data management systems; and/or
 - Project management;
- Ability to work as a team member with students, administrators, and faculty;
- Strong proficiency in email and Microsoft Office programs;
- Valid driver license, reliable transportation, and vehicle insurance;
- Effective and demonstrated problem solving, critical thinking, analytical, oral and written communication, and organizational skills;
- History of strong work record, including good job attendance; and
- Documented evidence of acceptable criminal record as required by Ohio law and Board Policy.

STARTING DATE July 2025

SALARY \$80,066 - 104,100

LOCATION Central Office

BENEFITS Includes medical, dental, vision, and life insurance; tuition reimbursement

WORK YEAR	230 days - 8 hours/day
DEADLINE	Internal: May 21, 2025; External: Until Filled
APPLY TO	Butler Tech Careers

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