

Education Designer, Community College Growth Engine Fund

Full-Time, Washington, D.C. (Preferred, but remote-eligible)

About Education Design Lab

Education Design Lab (Lab) is a national nonprofit that designs, tests, and implements unique education models and credentials that address the rapidly changing economy and emerging technology opportunities. The Lab demonstrates where technology, rigor, and design can improve opportunities for historically underinvested learners to achieve equitable futures.

The Lab is unlike other organizations in the nonprofit education space. We are boundary spanners and work across disciplines and alongside schools, employers, entrepreneurs, government, foundations, nonprofits, and innovators. We are known for our work on the ground and have significant experience managing national and local learning cohorts, working with organizations such as The Lumina Foundation, the Michael and Susan Dell Foundation, the Gates Foundation, the United Negro College Fund (UNCF), Walmart, American Council on Education, and the ECMC Foundation. To learn more about the work we do and what we care about, visit www.eddesignlab.org, and follow on Twitter @eddesignlab.

About the Community College Growth Engine Fund

The Fund is a first-of-its-kind high-profile design accelerator involving the most forward thinking community colleges and systems in the country. Backed by some of the most active funders in the education sector, the Fund was launched in response to an urgent demand from community college leadership for support to deliver skills-focused, market-driven education to close the economic mobility gap, particularly for learners of color, frontline workers, and other underinvested communities.

Recent research suggests that 30 million workers without college degrees have the skills to earn 70% more. The role of the Fund is to help community colleges model and scale visible pathways for many of these learners in ways that stack to degrees, but increase earnings power within a one year or less time frame.

For more information on the Fund and the Education Design Lab visit our website [here](#).

About Your Role

As an Education Designer, you will lead CCGEF institutions through a human-centered design and innovation process to help develop, implement, and scale micro-pathway programs. The work will also involve considerable planning, implementation and tracking. Central to this work will be the ability to define and maintain an ongoing workflow and arc of the engagement, manage communication across college teams and external stakeholders (e.g., employers, tech providers, funders). And you will pull in experts from the Lab (e.g., on micro-credentialing) and externally to help design the process and synthesize learnings. Specifically, you will:

- **Create and lead design sessions:** Using human centered design principles, tools, and practices you will lead colleges, employers, and learners through design activities to generate understanding of their opportunities to leverage innovative solutions for the betterment of learners, specific to developing micro-pathways.
- **Interpret design learnings:** In your role you will lead learners, employers, and design teams through collaboration sessions that are designed to foster iteration of micro-pathway prototypes. You will then translate your observations into insights, briefs, reports, and summarizes that colleges can use to improve their pathways and processes.
- **Summarize insights & tell our story:** This team member will develop CCGEF briefs, decks, blogs, and insight documents that describe our learnings, successes, impacts, and the arc of design.
- **Contribute to community of practice and scalability:** Use [Participate](#) to communicate with college design teams, and to develop a shared learning community. Education Designers develop communities of practice that excite college design team members to work collaboratively, share emerging practices, and discuss strategies for scaling programs. In our community you will facilitate discussions, introduce SMEs, build learning and design assets, and identify ways for educators across Lab initiatives to connect.
- **Nurture college relationships:** You will represent the lab to our college and employer partners with humility, thoughtfulness, and enthusiasm for collaboration. You will use a high degree of personalization and responsiveness in your work with colleges, with a strong emphasis on learning how to build prototypes that are best suited for specific regions and local partnerships. Lastly, you will confidently be able to speak to the mission of the Lab, our story, and how the Lab contributes to economic mobility and equity.
- **Collaborate with the Lab Team:** You will work with the other members of the CCGEF team to synthesize learnings, develop arcs of engagement, manage timelines, coordinate design sessions, facilitate convenings, and identify ways to further tell our story.
- **Be a subject matter expert:** We are seeking team members who can own work streams across the CCGEF project who may have experience in data analysis, summit planning, writing briefs and executive summaries, college data systems, human centered design, change management, employer engagement, or implementing business models associated with workforce development.

Qualifications

Data shows that women and BIPOC candidates more frequently do not apply to a job because they don't feel that they meet all of the qualifications listed. Our job descriptions are general overviews, not a mandatory comprehensive list. If you feel passionate about our efforts and believe that you have the skills to succeed in this role, we want to hear from you! We encourage all interested persons to consider submitting an application if they meet the majority of the following qualifications:

- Experience in working in, or with, community colleges to create workforce focused programs
- Expertise in human-centered design, innovation, higher education consulting, and/or change management facilitation
- Open to different perspectives and committed to diversity, equity and inclusion
- The ability to translate problem statements into discovery and design activities that assist in unveiling opportunities for innovation and system changes that are deeply centered on the needs of learners
- Ability to facilitate design exercises to push insights toward transformational concepts or pilots, and iterate for the next session building toward pilots that are groundbreaking.
- Experience facilitating workshops, design activities, and convenings for 50+ guests
- Experience in leveraging qualitative research techniques, including interviews and focus groups
- Ability to drive a recalibration process throughout the design process to ensure goals are always on target, and the ability to rapidly and creatively problem solve, keeping supervisor informed of challenges and opportunities. High levels of empathy for learners, and strong intercultural fluency
- Friendliness, tenacity, patience, and vision to be the connective tissue among multiple stakeholders across teams, employers, data analysts, subject matter experts to push on behalf of learner-driven design criteria
- Demonstrated multi-stakeholder management experience in 2 or more focus areas: higher education (working at community colleges is preferred), workforce development, employer engagement, future of work, edtech, public-private partnerships, place-based strategies
- At least 5 years related professional experience at regional and/or national levels, e.g. nonprofit, philanthropy, industry, government and education, focused on social impact.
- Systems thinking and data-driven approaches to develop solutions and measure success
- Strong communication skills, with excellent writing, synthesis and facilitation/speaking skills; ability to translate insights into thought leadership

Location

This position is remote eligible with occasional travel to college locations and to the Lab's office in Washington, DC.

Application Instructions

To apply for this position, please submit a cover letter and resume to careers@eddesignlab.org as soon as possible. Applicants will be reviewed on a first come first serve basis.

Equal Opportunity Employer

The Education Design Lab is an equal opportunity employer; applicants are considered for all roles without regard to race, color, religious creed, sex, national origin, citizenship status, age, physical or mental disability, sexual orientation, marital, parental, veteran or military status, unfavorable military discharge, or any other status protected by applicable federal, state or local law.