



COMMUNITIES OF PRACTICE FACILITATOR/PROGRAM MANAGER

Do you have experience facilitating group conversations to unearth shared values and best practices, perhaps in early childhood education and workforce development? The [CAYL Institute](#) is hiring a program manager to develop and facilitate Communities of Practice for the [Good Jobs Challenge Grant](#). This will include convenings of child care centers' leadership and convening of organizations sourcing new talent for child care educator jobs. This is an opportunity to make a difference and think creatively about supporting the child care workforce by partnering with educators, administrators, and talent-sourcing agencies to identify areas of need and collaborate on developing potential solutions.

The Good Jobs Challenge Grant focuses on building a sustainable workforce system in partnership with the City of Boston's Office of Workforce Development and the Metropolitan Area Planning Council. The Communities of Practice Facilitator/Program Manager will partner with child care centers and early childhood education professionals to create a community of learners, drawing out their experience and expertise to help them develop shared understanding and skills to create and sustain work environments that are attractive to new talent and excel at retaining existing talent. The Communities of Practice Facilitator/Program Manager will also create communities of learners for talent-sourcing organizations, experienced at sourcing talent for other industries, challenging them to leverage their knowledge and apply it to the early care and education field. The Communities of Practice Facilitator/Program Manager's responsibilities will include leading groups, sharing resources and materials to facilitate learning, as well as developing and refining a replicable model.

The CAYL Institute is a nonprofit organization that brings multiple voices and diverse perspectives together to work towards timely, relevant, and immediately actionable solutions for young children.

Required Experience:

The person selected for this position must have experience working in or with the Child Care workforce and experience creating communities of practice, supporting groups in identifying adaptive challenges and solutions to issues related to recruitment and retention of staff, classroom leadership, and talent sourcing. The goal is to create communities of learners who feel inspired and energized about supporting and being a part of the early childhood profession.

Preferred Qualifications:

- An individual who is highly motivated to make a difference in the early education workforce
- Years of experience leading/facilitating groups and communities of practice
- Awareness of potential challenges for leaders in the early childhood field and knowledge of potential solutions
- Experience working with a diverse population supporting deliberation that leads to new awareness and strategies
- Someone who is goal-oriented, asks questions, and thinks outside the box
- Has the ability to work independently as well as part of a team
- Someone who can listen and identify key ideas, encourage participation, guide conversations, and build connections to support leadership development
- Experience with collecting data and evaluating ongoing progress for grant reporting and replication

Measures of Success in Position

Effectiveness will be measured by your ability to convene and manage learning groups which allows people to share strategies, concerns and ideas, in a space that supports engagement, collaboration, idea generation and implementation of best practices.

The CAYL Institute is located in Milton, Massachusetts. This position is hybrid - the candidate must live or be able to commute to eastern Massachusetts.

To apply, please submit a cover letter and resume which highlight your skills and experience to:

info@cayl.org

Qualified candidates will be contacted quickly.