

Assistant/Associate/Full Coordinator of Public Programs -
21CSLA State Center Associate
University of California Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=249815>

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Posted Dec. 2, 2024, set to expire Apr. 1, 2025

Job Title	Assistant/Associate/Full Coordinator of Public Programs - 21CSLA State Center Associate
Department	
Institution	University of California Berkeley Berkeley, California
Date Posted	Dec. 2, 2024
Application Deadline	06/06/2025
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Education - General
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Job Description	

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Position overview

Salary range: The UC academic salary scales set the minimum pay determined by rank and step at appointment. See the following table(s) for the current salary scale(s) for this position: [https://www.ucop.edu/academic-personnel-programs/_files/2024-25/july-2024-scales/t30-b.pdf]. A reasonable estimate for this position is \$100,800-\$146,800.

Percent time: 100

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Anticipated start: August 15, 2024

Position duration: The initial appointment will be for one year with the possibility of extension based on satisfactory performance and availability of funding.

Application Window

Open date: July 29, 2024

Next review date: Monday, Dec 16, 2024 at 11:59pm (Pacific Time)

Apply by this date to ensure full consideration by the committee.

Final date: Friday, Jun 6, 2025 at 11:59pm (Pacific Time)

Applications will continue to be accepted until this date, but those received after the review date will only be considered if the position has not yet been filled.

Position description

The 21st Century California School Leadership Academy (21CSLA) provides high quality, equity-centered professional learning for educational leaders of schools and districts in California that receive Title II funds. Programs are no-cost to participants and include leadership coaching, as well as an emphasis on improving instruction and achievement outcomes (including through distance learning) for English Learners, students with disabilities, low-income students, and other historically marginalized students.

Research, coaching, and professional learning is an integral part of 21CSLA's work. While providing high-level professional learning the 21CSLA Research Associate will help further the understanding of how educational leaders are learning in the 21CSLA program so that the program can continue to center equity, improve work, and contribute to a larger knowledge base. At the same time, the 21CSLA Research Associate will also help to elevate and celebrate the hard work of education leaders in our schools by increasing the understanding of their learning and practice. The Associate Director contributes to the Center's Leadership Team, supports work teams, such as research and coaching, as well as monitoring grant deliverables and proposal writing. This position works in conjunction with the Programs Director, PI, Associate Director, as well as teams on other UC campuses including, UCLA, and UC Davis

Duties of the position include but are not limited to:

- Designing, leading, planning, implementing, and evaluating 21CSLA Center, conferences, and

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seminars, professional learning teams, research, and other projects. Incumbents in this position will design, implement, and oversee the 21CSLA Center offerings for practicing educational leaders.

- Extending the intellectual resources of the University to address education issues at all levels from pre-school through graduate students and their teachers and leaders in both formal and out-of-school settings, through engagement and collaboration. They will participate with the stakeholders including state offices, county and district offices, institutes of higher education and the public to develop outreach and support programs in meeting targeted goals, including outreach to underrepresented communities.
- Participating with academic and community partners in developing programs focused explicitly on increasing opportunities and increasing access to institutes of higher education opportunities for underrepresented and under-resourced communities.
- Development of fiscally sustainable revenue models and grant budgets, and deliverables.
- Grant writing to sustain outreach efforts.
- Collaborate with researchers and internal evaluators to improve 21CSLA and build knowledge about equity leadership and continuous improvement for the broader education community.
- Act as a non-supervisor lead when coordinating with others in the program.

Program: <https://21cslacenter.berkeley.edu/>

School: <https://bse.berkeley.edu/>

Qualifications

Basic qualifications (required at time of application)

Masters degree or equivalent international degree.

Additional qualifications (required at time of start)

Active and valid CA Administrative Services Credential.

Preferred qualifications

Five years professional experience in public education settings, and three or more years of professional experience in supervising staff. Experience in K-12 education and experience with fiscal management and/or grant writing.

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Application Requirements

Document requirements

- Curriculum Vitae - Your most recently updated C.V.
- Cover Letter
- Statement of Research (Optional)
- Statement of Teaching (Optional)
- Statement on Contributions to Advancing Diversity, Equity, and Inclusion - Statement on your contributions to diversity, equity, and inclusion, including information about your understanding of these topics, your record of activities to date, and your specific plans and goals for advancing equity and inclusion if hired at Berkeley. [More Information and guidelines](#).

Reference requirements

- 3 required (contact information only)

Please provide the contact information only for three references

Apply link: <https://aprecruit.berkeley.edu/JPF04466>

Help contact: bse_academicpersonnel@berkeley.edu

About UC Berkeley

UC Berkeley is committed to diversity, equity, inclusion, and belonging. The excellence of the institution requires an environment in which the diverse community of faculty, students, and staff are welcome and included. Successful candidates will demonstrate knowledge and skill related to ensuring equity and inclusion in the activities of their academic position (e.g., teaching, research, and service, as applicable).

The University of California, Berkeley is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, or protected veteran status.

Please refer to the [University of California's Affirmative Action Policy](#) and the [University of California's Anti-Discrimination Policy](#).



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In searches when letters of reference are required all letters will be treated as confidential per University of California policy and California state law. Please refer potential referees, including when letters are provided via a third party (i.e., dossier service or career center), to the [UC Berkeley statement of confidentiality](#) prior to submitting their letter.

As a University employee, you will be required to comply with all applicable University policies and/or collective bargaining agreements, as may be amended from time to time. Federal, state, or local government directives may impose additional requirements.

Job location

Berkeley, CA

To apply, visit <https://aprecruit.berkeley.edu/JPF04466>

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University of California Berkeley

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