Position: Director of 826 University  
Location: San Francisco Bay Area, CA  
Salary range: $85,000 - $120,000 commensurate with experience

ABOUT 826 NATIONAL
826 National is the largest youth writing network in the United States, amplifying the impact of writing and publishing centers across the US, along with the words of thousands of young writers. We serve as an international proof point for writing as a tool for young people to ignite and channel their creativity, explore identity, advocate for themselves and their community, and achieve academic and professional success.

Currently the 826 Network is in nine major US cities: Boston, Chicago, Detroit/Ann Arbor, Los Angeles, Minneapolis/St. Paul, New Orleans, New York City, San Francisco, Washington DC, with more than 480,000 students participating in free programs provided by our chapters and 826 Digital. We aim to serve 1 million students by 2025.

826 NATIONAL TEAM
Based in San Francisco, our team is a collaborative group of passionate professionals dedicated to championing young writers, furthering writing education on a national stage, and supporting 826 chapters and 826 Digital.

826 National grounds its work in our collective organizational values:

- Power & potential of youth: We believe in the power of young voices, the possibility in their ideas, and the value of their words.
- Commitment to creativity & learning: We nurture creative expression and foster a lifelong love of learning through high-quality, evidence-based experiences that affirm our teams and students.
- Transformative power of writing: We believe writing is a catalyst; it unlocks doors, builds confidence, and facilitates self-expression.
- Strength of community: We are exponentially stronger through collective engagement, which allows us to create, implement, and sustain responsive programs.
- Diversity, equity, inclusion, and belongingness as mission, vision, and practice

826 has been voted one of the top 30 companies to work for by GOOD Magazine and our chapters are frequently recognized as the best places to volunteer by local media. There are nearly 200 employees working across the 826 Network. We're a diverse group of writers and problem-solvers that lead with curiosity, empathy, and respect.
826 UNIVERSITY

826 is the largest youth writing network in the US serving 470,000 students through our 9 chapters and 826 Digital platform, and inspiring a growing field of many US based affiliates and dozens of international organizations. We are more than a network of nonprofits; 826 is a method and a movement. A strong writing education changes the course of lives and of communities, yet access to it is not equitably distributed. We work towards a country in which all students have access to the power and joy of writing regardless of the classroom in which they sit in.

With that in mind we are launching 826 University. 826 University will codify the methodology, pedagogy and implementation of the ‘826 Way’, and develop resources and a corresponding training program to further continued professional development of the 826 Network and the greater educator community.

In the development of 826 University, we will leverage the best practices and proven approaches from the 826 Network, and insights of the greater field of writing education. Through 826 University, 826 National will set up a scaffolded, progressive series of professional development and training modules on our practices and pedagogy. 826 University will initially directly support the work of our 9 chapters, and will grow to spread our practices to teachers through teacher PD and to the field of 826-inspired organizations.

POSITION DESCRIPTION

The inaugural Director of 826 University reports directly to the Director of Field Operations, and works closely with the CEO and the 826 National team to develop the vision and execute an ambitious plan to design and implement 826 University.

The Director of 826 University will advance training, shared pedagogy, and resources across the 826 Network by fostering a vibrant community of practice, reflection, and innovation. The Director of 826 University will support training and development across a dynamic range of roles in the 826 Network through the workshops, scaffolded training modules, learning communities, and direct consultation as needed. 826 University will be the Network’s “training hub,” envisioned as nothing short of a core pillar to springboard and grow the 826 movement.

This is a full-time, hybrid position in the San Francisco Bay Area. At times, this position requires travel and out-of-hours work.

MAJOR RESPONSIBILITIES
• Develop the 826 Manual, which will serve as a foundational resource for 826 University, and a key component to onboarding, training, and advocacy across the 826 Network.
• Develop and implement a system of scaffolded training modules and supporting resources to deepen a professional development for 826 staff across chapters, departments, and job levels.
• Manage 826 University program logistics, create resources, and develop and lead synchronous and asynchronous learning opportunities.
• Identify and evaluate resources and activities that will advance the development of 826 University training.
• Work with the Director of Research to evaluate efficacy of training modules and develop supplemental training based on identified needs and gaps. Uphold the fidelity of program implementation in chapters, through chapter reviews and coaching.
• Along with the Director of Field Operations, lead the planning and execution of an annual, network-wide professional development conference.
• Grow 826 University to be the primary platform of training and development for 826 Network staff.
• Build and maintain a network wide intranet of resources, processes, policies, and best practices, expanding from our current platform, 826 Connect.
• Explore capacity for 826 University to ultimately also provide professional development opportunities for educators engaging in 826 Digital, and those looking to apply 826 methodology to local community projects and organizations.
• Be a spokesperson for 826 National, the 826 Network, and the “826 Way.”

SKILLS AND QUALIFICATIONS
• Expertise in team-building, training, and staff development. Background in the creation of guides and manuals. Deep understanding of curriculum design, delivery, and implementation.
• Experience building and delivering training programs that define core competencies and up-skills team members throughout their term within the 826 Network.
• Experience with e-learning and platform development. Prior experience in Wiki development.
• Experience developing and delivering virtual and in-person workshops. Ability to engage and inspire a wide range of internal and external audiences.
• Excellent facilitation, consultation, and collaboration skills. Strong analytical, interpersonal, communication, and presentation skills.
• Excellent writing skills and ability to effectively communicate complex oral and written information in a clear and concise manner.
• Working knowledge of training and workforce development, including knowledge of training evaluation methods, frameworks, and trends.
• Strong interest in research and evaluation principles, particularly as they relate to training.
- Familiarity with best practices in diversity, equity and inclusion, and anti-racist pedagogy. Knowledge, background, and experience with culturally-responsive training content. Skilled in culturally-responsive large and small-group facilitation
- A demonstrated passion for the mission, vision, and values of 826 National and the 826 Network.
- Awareness of current trends and events as they relate to your role and the organization, including a deep familiarity with the national education landscape and writing instruction.
- Bachelor’s degree or equivalent experience in a related field.
- 5 years prior experience in the education and nonprofit sectors.
- Prior work with Social and Emotional Learning (SEL) and trauma-informed teaching is a plus.

The position is open until filled. Final compensation is commensurate with experience.

**Benefits**
Comprehensive benefits, including medical, dental, vision care, and retirement, paid holidays, 15 days of annual vacation for the first two years of employment, with increases thereafter.

**826 National is an equal opportunity employer that seeks to hire those representative of the diverse communities we serve.** 826 National hires without regard to race, color, religion, sex, national origin, age, sexual orientation, gender identity or expression, disability, HIV/AIDS status, veteran status or any other characteristic protected by law. All are encouraged to apply.

**HOW TO APPLY**
Please visit [https://826national.typeform.com/to/EDpyknqa](https://826national.typeform.com/to/EDpyknqa) to complete an online application and submit a resume and detailed cover letter highlighting your interest and relevant experience. We welcome applications to also include a statement of teaching and training philosophy.