



IDRA Education Associate – Job Description

The Intercultural Development Research Association – a dynamic 501c3 non-profit organization dedicated to assuring equal educational opportunity for every child – is seeking an education associate. For over 45 years, IDRA has provided equity-based professional development, training, technical assistance, materials and community engagement to thousands of teachers, school and district leaders, policymakers and community members to carry out its mission. IDRA employs approximately 20 full-time staff at our San Antonio office and operates programs that benefit students in Texas and across the United States. This position would be located in San Antonio (not a telecommuting position).

As a full-time staff member, the education associate will play a lead role in developing and providing strong, equity-based training, technical assistance, and professional development to schools and communities in Texas, Washington, D.C., and 10 other southern states across the U.S. South.

Primary Responsibilities

Historically, IDRA staff have worked independently and collaboratively on several innovative projects and requests for technical assistance, training, professional development and materials. The education associate must be flexible to assume a range of duties outside the following primary responsibilities:

Take a leading role in providing turnaround training and professional development related to IDRA's school leadership projects.

Assist in delivering technical assistance, training, materials and professional development, and will take a leadership role in gender equity and STEM through the IDRA EAC-*South*.

Qualifications/Skills

- Master's degree or above.
- Experience providing and designing professional development in a K-12 environment, particularly in STEM education and/or gender equity.
- Project-based learning experience preferred.
- Early childhood education training experience a plus.
- Prior experience in working with racially and economically diverse student populations required.
- Desire and ability to travel out-of-state required.
- Ability to work independently and collaboratively on multiple projects and complete projects on a timely basis required.
- Ability to participate in proposal development required.

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- Bilingualism preferred.
- Personal dedication to equal and equitable educational opportunity for all children absolutely required.

Salary Range: Commensurate with experience

Applications due by February 1, 2019

Send letter of interest and résumé or curriculum vitae to: Intercultural Development Research Association, 5815 Callaghan Road, Suite 101, San Antonio, Texas 78228; Fax 210-444-1714; e-mail: contact@idra.org. Applications will be accepted until the position is filled. IDRA is an equal opportunity employer.