



## 95 Percent Group LLC Position Description

**Date:** November 2022

**Hourly or Salaried:** Salaried

**Title:** Vice President of Professional Learning Services **Exempt or Non-Exempt:** Based on duties

**Reports to:** Chief Academic Officer

**Full-time or Part-time:** Fulltime (Remote)

### **Position Summary:**

The Vice President of Professional Learning Services (VPPLS) is a critical member of the Company's Leadership Team and is primarily responsible for the operational leadership of the Professional Learning Group (PLG). This includes working with the Chief Academic Officer (CAO) to determine key strategies for the department, creating and deploying a Professional Learning roadmap for growth and innovation, building efficiencies for processes and procedures, and effectively managing direct reports. The VPPLS also works cross-functionally with Sales to meet revenue goals for Professional Learning. The VPPLS, as a member of the Leadership Team, implements the company's vision, culture, strategy, and goals setting. The VPPLS builds collaborative working relationships with cross-functional company resources in the identification/implementation of key strategies that increase business revenue, profitability, and competitive advantage.

### **Essential Responsibilities:**

- Create key processes and procedures within the PLG to maximize efficiencies, improve communications, and ensure quality control.
- Lead and mentor all direct reports in the execution of their responsibilities.
- With the CAO, craft and execute an integration plan for all newly acquired staff and services; continually monitor the integration and adjust as required.
- Manage the PLG budget; with Finance, determine goals for maximum profitability from Professional Learning.
- Monitor the consultant calendar; with Sales Support, maximize efficiencies and consistencies in consultant travel and assignments.
- With Marketing, develop and continually update the Professional Learning catalog.
- As a member of the Senior Leadership team, participate in product and service development decisions, contributing information gleaned from the consultant team.
- With the CAO and Chief Product Officer, participate in the creation and deployment of a roadmap for offerings in the PLG, including revisions of current models, development of new

models, and the creation of innovative digital models.

- Work with other departmental teams to evaluate and craft RFP responses with a strong sales positioning for Professional Learning.
- Actively participate in key prospective sales meetings with sales account executives to promote Professional Learning products.

### **Accountabilities**

The VPPLS's effectiveness will be visible by the following accomplishments:

- A high-performing PLG team as measured by stakeholder evaluations.
- Professional Learning products and services meet the market needs and position 95 Percent Group as a market leader.
- Working with Sales, meet Professional Learning revenue goals.
- Highly efficient and effective systems and structures in the PLG.

### **Skills and Qualifications:**

- A Bachelor's Degree required with a relevant degree in business and/or education.
- 10-15 years' experience leading teams in fast-paced environments developing, implementing and evaluating operational excellence.
- Experience as a leader within this educational space, preferably in Professional Learning and Coaching.
- Understanding of the tenets of the Science of Reading and the literacy resources market.
- An effective Leadership Team member who develops and maintains highly effective collaborative relationships, and can provide direction, inspire, and engage others in the pursuit of company objectives.
  - The ability to identify challenges, hinderances and opportunities, accurately analyzing information in consideration of priorities, goals, and objectives.
  - The ability to track and evaluate the market and customer needs as they evolve.
  - The ability to evaluate and align multiple ideas that results in both a vision as well as the capacity needed to accomplish strategic objectives.
  - Strong interpersonal skills that build relationships and a culture of trust and confidence across the company.
  - The ability to think and act flexibly, and to pivot when necessary in a fast-paced environment.
  - Excellent organizational skills with the ability to manage and accomplish multiple tasks.
  - A communication and management style that exhibits the mission and values of 95 Percent Group and fosters effective team relationships. Holds a belief that this

work is noble, essential, and inspiring.

- A commitment to literacy and improving reading achievement for students.

**Physical Requirements/Work Environment:**

- The use of standard office equipment/computers.
- Regularly required to stand, walk, and sit; occasionally required to stoop, kneel or crouch; occasionally lifts and/or pushes up to 25 lbs.
- Travel required – Potentially 25-30%

**Company Description:**

95 Percent Group is a leader in literacy instruction for pre-K through grade 8 across the U.S. The company offers professional development training for teachers and administrators as well as print and online products to assist teachers with literacy instruction. 95 Percent Group’s comprehensive educational consulting, professional development, diagnostic assessments, and instructional materials help schools deliver instruction that consistently and significantly increase reading achievement.

The company was founded in 2005 and is based in Lincolnshire, IL (northwest suburban Chicago). Its customers are primarily school districts across the U.S., and they are served by consultants who travel for on-site training as well as through online training.

95 Percent Group has a fully engaged and highly committed leadership team who cares deeply about our mission. We’ve hired the best from inside and outside the industry. This is a tremendous opportunity to join a company positioned for continued significant growth. An added plus is knowing that what you’re doing every day is making a significant difference in children’s lives. Come work with a group of smart, fun, passionate professionals who value creativity, innovation, and making an impact.

95 Percent Group, LLC is an equal opportunity employer and will consider all applications without regards to race, sex, age, color, religion, national origin, veteran status disability, sexual orientation, gender identity, genetic information or any characteristic protected by law.

Apply for VP, Professional Learning Services using the link below:

[https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=26829572-58e7-42eb-a813-ac5f212a3c53&cclId=19000101\\_000001&jobId=440913&lang=en\\_US&source=CC4](https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=26829572-58e7-42eb-a813-ac5f212a3c53&cclId=19000101_000001&jobId=440913&lang=en_US&source=CC4)