

Work-based Learning Coordinator

GPS Education Partners (GPS Ed) is a non-profit organization that utilizes an innovative education model to build strategic partnerships with education, business and the community. These partnerships enable us to accelerate students interested in technical careers, by preparing them through a credentialed work-based learning solution.



GPS Ed is seeking a candidate with proven success in Technical Training for potential full-time openings in Summer/Fall 2024, primarily supporting one of our Education Centers. If you enjoy self-directed work, have a desire to work with youth, and are passionate about helping high school students grow and develop their professional skills by connecting them with the right resources, this may be a fit for you. Previous experience in technical career fields is a plus.

This job involves:

- Overseeing customized technical skill development for high school students, in the classroom and on the worksite in partnership with an assigned mentor.
- Evaluating the success of technical training and recommending improvements.
- Providing constructive feedback to students to guide character and career development.
- Developing and managing relationships with business contacts to maximize technical training delivery.
- Travel to local businesses for on-site meetings.
- Record-keeping and documentation necessary to validate credentials earned by students.
- Cultural competence
- Helping youth navigate through work/life situations that arise.

This job is not:

- Sitting at a computer creating training curriculum.
- Traditional classroom instruction.

Our team is made up of people who are driven by the impact of our work on students, businesses, and communities. GPS Ed values employees who are innovative, collaborative, and not afraid to fail. We do not obsess over hierarchy, or what department we are assigned to. We obsess over the experience we deliver, and the impact we have.

Key Qualifications:

- Self-motivated. Driven to resolve ambiguous problems.
- Ability to balance competing priorities and shift focus on the fly; highly organized and detail-oriented.
- Excellent written and verbal communication skills; that support trust and relationship building to a variety of audiences.
- Ability to work with students/families of diverse socio-economic backgrounds.

Interested candidates should submit a resume to careers@gpsed.org