

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 2023, primarily supporting one of our seven education centers. If you enjoy self-directed work, and connecting the right resources to help high school students grow and develop their professional skills, this may be a great 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.

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; able to effectively tailor a message to a variety of audiences.

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