

National Director of Digital Learning

Learning and Talent
Position Description

Supervised by: VP LAT
Supervises: Associate Director of Digital Learning, Digital Learning Designers, as assigned
Status: Exempt
Location: National, Non-NSC

To advance the purpose of InterVarsity, this position will lead the advancement of digital learning strategies, systems, and tools so all staff are developed, included and prepared to serve a diverse audience of students and faculty.

MAJOR RESPONSIBILITIES

Personal:

- Be a maturing disciple of Jesus Christ: growing in love for God, God's Word, God's people of every ethnicity and culture, and God's purposes in the world

National Leadership

- Partner with VP of LAT and LAT Exec Team in leading programs of the 2030 National Strategic Plans. Own and lead significant initiatives of Strategic Plan as assigned by VP of LAT to impact national leadership culture, practices, systems and training.
- Partner and consult effectively as requested by other program leaders on other dimensions of the plan.
- Manage the execution of strategic national leadership initiatives as assigned by VP of LAT to build organization's digital capacity for staff development and mission.
- Identify key priority actions and sustaining interventions at the senior level that have the potential to advance our organizational digital learning capacity and assist InterVarsity in becoming a best practices organization.
- Provide thought leadership in digital learning to the Digital Learning Team and to organization stakeholders

Collaborative and Change Leadership

- Build trusting relationships and effective partnerships with Vice Presidents and leaders throughout the movement, establishing clear communication patterns and timely feedback loops
- Recognize, assess and navigate complex group dynamics with emotional intelligence, organizational awareness (power, histories, politics), cross cultural competence.
- Act as change agent nationally in partnership with others to develop robust use digital elements of training with emphasis on competency and character-based leadership development: identifying areas for change, building consensus among stakeholders, and initiating solutions.
- Provide visibility, presence and access for LAT and by attending national, regional and departmental gatherings strategically.
- Embody team values and act as a strong senior ambassador for LAT and PAC.

Digital Training and Consulting

- Increase organizational capacity to learn using digital platforms and tools strategically in partnership with leaders in the movement.
- Provide leadership and partnership in assessing organization's digital learning needs and strategy.
- Create clear and effective processes, systems and communication to engage digital learning needs through consulting, training and content creation.
- Lead content acquisition and curation projects

- Model and lead training for digital learning and content creation. Provide resources for leaders who want to develop digital training develop and customized staff development interventions
- Create a strong context for inclusion in all training settings, live and online, and ensure that diversity and inclusion tools and strategies are integrated into all curriculum development.
- Oversee the execution of Digital Learning Team projects in production and delivery
- Apply and train Adult Learning theory and practices.

Supervision and Staff Development

- Recruit and supervise Digital Learning Designers, contractors, volunteers, interns and other future digital learning staff.
- Create and deploy stretch assignments in partnership with National leaders strategically, engaging, supervising and supporting needed leaders each year. Provide feedback consistently to program leaders and their direct supervisors

Trend Analysis and Measurement

- Observe, analyze and report appropriate trends and patterns using qualitative and quantitative means.
- Pursue continued learning about organizational digital learning strategies and practices
- Prepare annual reports and scorecards for national leadership teams, providing accessible metrics for evaluating and improving digital learning
- Connect leadership wins to Return on Investment (ROI) for organization's mission

Team Work

- Participate fully in LAT Exec team meetings and training, engaging as a contributing member.
- Build collegial and effective working relationships with LAT team, broader People and Culture Leadership Team and other national teams and leaders as needed.
- Serve as an effective leader and supervisor for staff on short- and long-term national training teams, hosting excellent short and long term teamwork as needed.

Develop a funding base (amount to be determined):

- Develop and contact a list of potential donors
- Communicate with donors quarterly

QUALIFICATIONS

- Annually affirm InterVarsity's Statement of Faith as a maturing disciple of Jesus
- Bachelor's degree required, related Master's degree strongly preferred.
- 6 years supervision experience, 2 years second level supervision preferred
- Excellent digital training design and development skills
- Familiarity with current Learning Management Systems and e-learning authoring tools
- Minimum 3 years experience in developing and delivering training curriculum for staff in regional, cluster or national training contexts. National experience required.
- Experience in collaborating across regions and departments and working directly with senior leaders
- Minimum 2 years experience equipping trainers in regional or national settings
- Excellent leadership skills
 - Ability to identify strategy toward vision and to execute plans effectively
 - Ability to lead move others toward collaborative or compromise solutions
 - Strong consultant
- Strong interpersonal written, verbal and nonverbal communication skills
- Excellent training design, planning and live facilitation skills
- Organizational Leadership
 - Demonstrates organizational and systems thinking

- Politically savvy
 - Understands InterVarsity culture and how to navigate it
- Diversity Skills
 - Demonstrated ability and commitment to work effectively in a diverse team environment
 - Strong passion and vision for diversity and inclusion
 - Ability to appreciate and work across differences
- Ability to manage multiple tasks and priorities
- Capacity to work in a time-critical environment
- Ability to manage program budgeting and financial oversight effectively
- Ability to travel as determined

InterVarsity Christian Fellowship/USA

Frame of Reference

All staff members subscribe annually to the Purpose Statement of InterVarsity:

In response to God's love, grace and truth:
The purpose of InterVarsity Christian Fellowship/USA is
to establish and advance at colleges and universities
witnessing communities of students and faculty
who follow Jesus as Savior and Lord:
growing in love for God,
God's Word,
God's people of every ethnicity and culture
and God's purposes in the world.

This purpose is admittedly more limited than the Great Commission. As a mission extension of the local church, we have adopted boundaries on our activities based on our call to serve a defined group of God's people. Within the context of InterVarsity's purpose, all of the relationships and tasks that staff members engage in as part of their work for InterVarsity have both eternal and temporal components.

Values:

InterVarsity is committed to developing men and women from diverse cultures, backgrounds, and generations, whom God calls to work with us for both shorter and longer periods of service, as we pursue the call of God in the university world.

Maturing Disciple of Jesus Christ:

Every InterVarsity staff member is to be a maturing disciple of the Lord Jesus Christ, growing in obedience to the Scriptures. The marks of a long-term love relationship with Christ in the fullness of His Spirit are described in Galatians 5:22: "The fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self control." In the workplace, this fruit is revealed in healthy working relationships which encourage all staff to accomplish their work and enhance their focus on the spiritual aspects of their work.

Team Work:

Each individual staff person is a vital member of Christ's body. This means that we will work with one another in ways that honor and encourage all to grow in Christ while accomplishing His work. Our community requires that each individual serve as a team member in a collegial and open environment based on values, relationships, and vision as well as structure and position.

InterVarsity staff, both employees and volunteers, commit to serve God and all InterVarsity colleagues, students, and partners, with sensitivity to both the eternal and temporal dimensions of our work. "Whatever your task, work heartily, as serving the Lord." (Colossians 3:23a)