

Supervising Editor

Company Description

Education2020 is a leading educational technology company, providing one-on-one, online instruction in core and elective courses for students in grades 6–12. Designed to help students graduate from high school, e2020 courseware, combining highly qualified teachers with interactive technology, is comprehensive core instruction aligned to state and national standards. With over a decade of experience and implementations in school districts across the country, our instructional courseware has helped students at all skill levels realize academic success.

Job Description

Education2020 seeks a Supervising Editor for our 6–12 grade social studies curricula. The Supervising Editor is responsible for managing and monitoring the editorial development and production processes from scope-and-sequence definition through course release across the entire social studies catalog. This individual will direct editorial workflow across the team and communicate regularly with in-house and external resources.

Working collaboratively with cross-functional teams, the Supervising Editor will be responsible for implementing ongoing changes in development processes and serve a critical role in the instructional design of e2020's courses and key components of the instructional platform. A primary focus of this role is ensuring that e2020 is developing clear and consistent best-in-class online materials. The Supervising Editor will be accountable for on-time delivery of editorial content.

Responsibilities

Lead the development of an effective, efficient, and innovative social studies editorial team

Ensure e2020's social studies curricula remain tightly aligned with state standards and Common Core State Standards

Develop guidelines and standards for e2020 social studies instruction and curricula to ensure consistent high quality instruction and pedagogy

Identify e2020's long-term strategic goals and develop content plans to support those goals

Collaborate with cross-functional teams to design and develop future platform enhancements to improve efficacy and student engagement

Represent the social studies team at industry events, sales meetings, and internal strategy meetings

Oversee the development of the social studies curricula scope and sequences

Deliver editorial components on time and budget

Create sample lessons and sample interactive online tasks for lessons

Review, edit, and strengthen social studies content developed by outside editorial vendors for grades 6–12

Maintain awareness of new and emerging technologies to support instruction and the potential impact on our instructional design model

Requirements

5–7 years of experience designing and developing interactive curriculum

Thorough understanding of core social studies content, from 6th grade through high school

Knowledge of state standards and the Common Core standards

Experience working with external vendors for content development

Superior written/oral communication skills; ability to present his/her views in a clear and compelling manner

Excellent interpersonal skills; able to mix easily and well with peers, subordinates, and senior management

Excellent project management skills

Equal Opportunity Employer, M/F/V/D, and a member of E-Verify