



### **Associate: Curriculum/Writer**

The Metiri Group, a national consulting firm specializing in educational technology seeks to hire a full-time Associate with experience at the classroom, school, district, and regional levels, with strengths in curriculum design, integration of technology, and educational writing and publication.

#### Description

The Associate will participate in curriculum design and the development of technology integration models grounded in research and 21<sup>st</sup> Century learning. He/she will work on a team in a variety of curriculum, instruction, professional development, and assessment projects. Much of this work is highly collaborative and involves onsite client contact.

Specific duties may include:

- Leading components of evaluation projects
- Creating, modifying, and piloting assessment instruments, surveys, interview protocols, site observation protocols, and related data collection tools
- Conducting site visits, classroom observations, and other site-based evaluation activities
- Conducting interviews and focus groups with educators and researchers regarding Metiri Group projects
- Conducting literature reviews and research reviews
- Drafting research articles for publication
- Identifying and cataloguing web-based resources appropriate to Metiri Group projects
- Report writing
- Managing evaluation subcontractors
- Organizing and maintaining data sets for evaluation projects
- Proposal writing, including drafting proposals, research designs, and scopes of work for research and evaluation projects
- Presenting at conferences and client meetings
- General research support as needed

#### Requirements

- Good judgment
- Independent thinking
- Strong research skills and experience
- Knowledge and experience with education research or education evaluation
- Experience in K-12 education (K-12 education technology desirable)
- Experience leading projects (or components of projects) and evidence of a self-directed working style
- Technology fluency
- Strong knowledge of and experience with statistics and research design

- Strong writing skills
- Strong interpersonal skills
- Experience in a K-12 education setting (highly desirable)
- A Master's Degree plus research or other related experience (Ph. D. in related field desirable)

### Working Conditions

The Metiri Group is a small, dynamic firm based in Los Angeles with offices in Culver City. The Associate's primary location will be in the Culver City office, though moderate to extensive travel will be required. Metiri Group provides cutting edge products and services to clients located throughout the United States, and we often collaborate with nationally known experts in the field of education technology.

### Compensation

Compensation is competitive and will be commensurate with an applicant's experience and qualifications. Full-time Associates receive salary and health benefits, and upon eligibility will participate in the firm's profit sharing plan.

### Metiri Group

The Metiri Group, a technology policy, research, and consulting firm, has demonstrated excellence in designing and executing education technology-related research and evaluation projects. Our core competencies in education technology policy, professional development, and research and evaluation uniquely qualify us for a broad range of work in the field. Since the company opened its doors in 2000, they have conducted extensive evaluations (NSF education projects, seven USDOE PT3 grants, and projects funded by FIPSE, No Child Left Behind (Enhancing Education Through Technology), and state funded education technology programs); and have been involved in research projects (NSF education project, school district/foundation project). They work at the state policy level, and serve as evaluators for federal and state technology programs in several large urban school districts and multiple states. The Metiri Group principals formerly led the Milken Exchange on Education Technology, where they produced *Technology in American Schools: Seven Dimensions for Gauging Progress*, a nationally prominent framework for understanding the essential conditions for success with K-12 educational technology. More recently, they produced *enGauge*, a national model for effective use of education technology co-developed with the North Central Regional Educational Laboratory <http://engauge.ncrel.org>, and a comprehensive education technology data collection and reporting framework for the State Education Technology Directors Association. Congressional briefings were conducted this spring by the State Education Technology Directors Association (SETDA) on *National Trends: Enhancing Education Through Technology*, a report commissioned through Metiri Group and released in February of 2004.

Recent clients include the U.S. Department of Education, Chicago Public Schools, Clark County Public Schools, Philadelphia Public Schools, the Indiana and Illinois State Departments of Education, Ohio SchoolNet, the University of Vermont, Apple Computer, Cisco Systems, Western Illinois University, the University of South Florida, TEACH Wisconsin, the State Education Technology Directors Association (SETDA), the National Commission on Teaching and America's Future (NCTAF), the Metropolitan School

District of Lawrence Township, West Chester University, Miami Dade County Public Schools, the American Association of School Administrators, SRI International, Microsoft Corporation, UCLA, the Michigan Association for Computer-related Technology Users in Learning, the Oregon Educational Technology Consortium, the North Central Regional Educational Laboratory (NCREL), the Florida Educational Technology Corporation, and the North Dakota State Department of Education.

To Apply:

Please email resumes in Word, rtf, pdf, or html format to [jobs@metiri.com](mailto:jobs@metiri.com). Please indicate salary requirements or history. Please include your name when naming email attachments, and indicate the position for which you are applying. Resumes will be accepted until the position is filled. The expected date of hire is October 2009.

Questions may be addressed to:

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Metiri Group

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