



**ILLINOIS  
EDUCATION  
ASSOCIATION**  
www.ieanea.org

## VACANCY NOTICE

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**July 9, 2025**

**PLEASE POST**

### **ASSISTANT DIRECTOR OF LEADERSHIP AND JUSTICE** **Location: To Be Determined**

**DEADLINE FOR INTERNAL APPLICATIONS:** July 23, 2025

**EFFECTIVE DATE:** To Be Determined.

**HOW TO APPLY:** Candidates should submit resume and application materials by using the following links:  
[Internal Candidates Apply Here](#) and [External Candidates Apply Here](#)

**INTERVIEWS:** Selected candidates will be interviewed at a location determined by the IEA-NEA.

**STAFF AUTHORITY AND RELATIONSHIPS:** Directly responsible to the Director of Leadership and Justice, and Executive Director.

**POSITION DESCRIPTION:** Under the direction of the Director of Leadership and Justice, designs, implements and coordinates programmatic activities related to professional development for both staff and members that addresses increased educator effectiveness, professional practice, leadership development and union capacity. Programs are designed to provide coaching and mentoring and teaching and learning opportunities that embed the organizational strategic priorities, the NEA Leadership Competencies and the IEA Anti-Racism Core Competencies.

### **RESPONSIBILITIES:**

1. Under the direction of the Director of Leadership and Justice, manages both the Teaching and Learning and Coaching and Mentoring programs and all related activities.
2. Assists in developing and implementing systems, programs and organizational strategies that support and sustain IEA's commitment to racial and social justice, anti-racism, and organizing.
3. Helps to lead organizing campaigns around professional practice, abolitionist teaching principles and racial and social justice issues.
4. Identify opportunities to utilize professional development opportunities to develop member capacity, leadership development and local affiliate strength and density.
5. Under the direction of the Director of Leadership and Justice and in collaboration with the Director of Field Services and Organizing, assists with the oversight and coordination of the statewide Curriculum Committee in its development and utilization of the Statewide Organizing Plan.
6. Acts as contact and provides oversight and support for the National Board Certification program and process. As appropriate, coordinates with NEA and other state affiliates regarding the program.
7. Oversees and coordinates the Coaching and Mentoring Program in partnership with vendor and external partners. Aligns the program to support the educator and union pipelines.
8. Manages the IEA infrastructure as it relates to professional development clock hours.
9. Surveys and assesses experimental school renewal initiatives for local affiliates and districts.

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### **ASSISTANT DIRECTOR OF LEADERSHIP AND JUSTICE**

**Location: To Be Determined**

**(Continued)**

#### **RESPONSIBILITIES: (Continued)**

10. Facilitates ongoing development and implementation of programs and initiatives for educational reform and the continuous improvement of public education.
11. Interacts with representatives and appropriate departments of the National Education Association (NEA), other state affiliates, local state educational organizations, as well as other labor and/or community organizations/partners and the National Board Jumpstart training program.
12. Serves as the lead in identifying opportunities and related support for increased member engagement, leadership development – especially in terms of marginalized membership categories, such as Aspiring Educator, ESP, Early Career, adjunct faculty, and educational reform that aligns with racial and social justice and organizing.
13. Assists in the development of networks to support the cooperative efforts of local affiliates and their districts who are involved in school reform/educational justice efforts.
14. Analyzes and coordinates resources from other IEA-NEA departments and external partners to maximize assistance to local affiliates in their educational improvement efforts.
15. Provides direction, supervision, evaluation and support to the Instructional Resource Professional Development Directors (staff) to design, implement, coordinate, monitor and assess various organizational development training programs for staff, local affiliates and members.
16. Acts as a staff contact to assigned IEA-NEA committees and other appropriate state and national committees, including NEA.
17. Makes recommendations for the development of the department budget and takes corrective action required to operate within the approved IEA-NEA budget.
18. Works to create funding sources such as, but not limited to, NEA grants to support educational equity, organizing and racial and social justice programmatic activities for local associations and members.
19. Demonstrates alignment with and commitment to IEA's strategic goals.
20. Demonstrates a high degree of interpersonal skills including cultural competency, culturally responsiveness and equity literacy.
21. Recommends employment and assigns, supervises and coaches all assigned staff.
22. Perform other duties as assigned by the Director of Leadership and Justice and the IEA Executive Director when appropriate.

#### **QUALIFICATIONS:**

IEA is seeking an individual with a deep commitment to social justice unionism and its relation to teaching and learning, professional development and school restructuring to ensure equity and excellence in the school environment.

- Bachelor's degree required. Advanced degree desirable.
- Preference given to candidate with knowledge and/or documented experience working with public education issues, unionism, organizing and racial and social justice.
- Excellent written and verbal communication skills.
- Ability to work independently and in a team environment.
- High degree of interpersonal skills, including cultural competency, with the ability to interact effectively with members, IEA-NEA and staff is essential.
- Valid driver's license required.

#### **SALARY AND BENEFITS:**

Salary range - \$166,830 per year to \$189,890 per year; a benefits summary can be found at <https://ieanea.org/about/employment/> under Salary & Benefit Summaries, Directors

**IEA IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER AND ENCOURAGES WOMEN, MINORITIES, AND PERSONS WITH DISABILITIES TO APPLY.**