



Job Title	Professional Learning Director for Literacy
PVN ID	VP-2509-007029
Category	Instruction and Social Service
Location	OFFICE OF EXEC VC & UNIVERSITY PROVOST
Department	Teacher Education
Status	Full Time
Annual Salary	\$85,000.00 - \$100,000.00
Hour(s) a Week	35
Closing Date	Nov 22, 2025 (Or Until Filled)

General Description

CUNY's Office of the University Dean for Education, within CUNY's Central Office of Academic Affairs, is looking for a Director to manage multiple strands of work connected to [NY State's Path Forward initiative](#). They will be responsible for overseeing CUNY's centralized work in this area, as well as for supporting participating colleges. The ideal candidate brings deep knowledge of Science of Reading, experience working with Education faculty on strengthening curricula and clinical practice, and a commitment to building capacity for continuous improvement and sustainable change.

Specifically, this includes overseeing grant activities and deliverables; writing and submitting grant reports; communicating closely with faculty campus liaisons; responding to requests from NYSED as program and certification requirements change; partnering with NYC Public Schools and NYC Reads as relevant; working with state's Path Forward steering committee and working group; participating in the state's Path Forward community of practice; and facilitating the Science of Reading Community of Practice established across CUNY. Technical Assistance providers and Knowledge Sharing partners are pivotal to the state's efforts for Path Forward, and the Director will serve as the central point of contact for them at CUNY.

The focus of all work entails being responsive to the needs of internal and external partners; developing, coordinating, delivering, monitoring and evaluating high quality professional development and clinical experiences connected to the Science of Reading; and responsibly managing various grants, contracts and work streams which include both tax-levy and RF funding.

This role reports to the Director for Literacy Initiatives and will engage with CUNY Reading Fellows and other literacy-focused efforts as needed. They will also work with CUNY CITE for strategic planning.

Efforts from the Office of the University Dean are made in conjunction with at least 17 CUNY campuses with Education Schools or Departments, and with the NYC Public Schools and NYS Education Dept. The Director will advance close and strategic partnership with various offices within these organizations, and promote literacy efforts. Data and policy analysis are central to this work.

Other Duties

The Director would often serve as a liaison between the Office of the University Dean for Education and the CUNY campus Deans and Chairs, the NYC DOE, TA and Knowledge Sharing providers, and NYSED around the activities of Path Forward. Accordingly, the Director must have strong interpersonal and managerial skills and experience in the management of large-scale projects. The Director will be responsible for monitoring activities and compiling data for the purposes of any reporting, and for writing and submitting required reports. Clear communication and project management skills are essential.

In order to manage education-related projects, the director must have strong content knowledge in Literacy and academic credentials in Education. They will be competent to direct content-rich professional learning sessions with prospective students, teachers and faculty in key areas. They will have training and experience in the systemic and instructional shifts needed to implement culturally responsive and sustaining pedagogies.

The Director should have budgetary-financial experience. Similarly, technology experience is important for updating websites, network drives, databases, learning management systems and enterprise systems.

These education programs require the arrangement of ongoing meetings and events throughout the year. The Director will be responsible for overseeing organization and implementation of all related convenings.

The position requires both in-person and remote days; travel around New York City to colleges and schools will be required, as is travel within New York State for Path Forward convenings.

Other duties as assigned, to advance the broader work of the Office of Academic Affairs.

Qualifications

A Master's Degree is required. Management experience directing system-wide projects, knowledge of the CUNY university system, and experience working in P-12 settings is required. Familiarity with NYS teacher certification is a plus.

Position is contingent upon grant funding, and is expected through June 2027. In-person and remote.