



# HEWITT

**Job Title: Learning and Innovation Researcher**

**Department: Learning and Innovation**

**FLSA Status: Exempt**

**The Hewitt School - New York, NY**

## ABOUT HEWITT

Established in 1920 and located in New York City, The Hewitt School is an independent K-12 girls' school whose mission is to inspire girls and young women to become game changers and ethical leaders who forge an equitable, sustainable, and joyous future. Hewitt empowers and expects our community members to embrace multiple points of view, to engage others with empathy and integrity, and to champion equity and justice in all areas of our lives. As a community, Hewitt is fully committed to a culturally diverse faculty, staff, and student body.

## POSITION SUMMARY

The inaugural learning and innovation researcher at The Hewitt School will play an essential role in the research and design of an upper school program aligned with the school's bold new mission and strategic vision. The primary responsibilities of this role will be to conduct research that will inform the school's work at each phase of design and implementation as well as institute systems for the ongoing, sustainable collection of actionable feedback, putting improvement science at the very center of education innovation.

The learning and innovation researcher will work closely with a faculty team designing a distinctive ninth grade experience as a transition into an upper school program focused on addressing real-world challenges and questions. As The Hewitt School is a K-12 girls' school, the researcher also will support the backwards design of a K-8 model that prepares girls to thrive in a very different model of high school.

This role, which reports to the assistant head of school for learning and innovation, is an exciting opportunity for a researcher/educator to shape how a K-12 school implements and sustains innovation, especially in the areas of competency-based learning, equity and inclusion, and transdisciplinary real-world learning.

## ESSENTIAL FUNCTIONS/RESPONSIBILITIES

- Collaborate with team members in the design of a K-12 school model that conceives of the school itself as a learning organization (as opposed to a knowledge delivery system) using the methodology of continuous improvement science
- Provide support and leadership for the creation of a learning environment in which assessment activities are understood and practiced for ongoing improvement

- Collaborate with team members in the design of assessments (formative and summative) that incorporate standards and competencies for a dynamic feedback loop connecting home and school
- Collaborate with research partners, including YouthTruth Survey, to assess student engagement and academic progress to inform pedagogy and curriculum design decisions
- Evaluate and assess additional data needed such as outcomes and assessment data, demographic data, and enrollment data in order to contribute to the design and implementation of an ongoing research agenda
- Establish feedback mechanisms to ensure that the input of all stakeholders (students, faculty, school leadership, families, trustees, and alumnae) is effectively considered at each stage of design and implementation
- Collaborate with faculty on action research projects and initiatives that have as their goal the improvement of educational effectiveness in the context of school innovation
- Support the dissemination, synthesis, and use of findings and data through written reports, briefings, and dashboards, facilitating strategic conversations among stakeholders
- Design surveys and conduct quantitative and qualitative studies, collect and summarize data, and provide analysis and interpretation for planning, review, and decision-making
- Partner with communications and admissions departments on effective storytelling and marketing based on metrics of progress and improvement
- Engage in professional development to stay abreast of assessment theories, pedagogical and technological developments, and current trends and developments in order to exercise informed judgment and advise on new directions
- Perform other duties as assigned within the scope of the position

## QUALIFICATIONS REQUIRED

- Demonstrated commitment to anti-bias education and social justice
- Advanced degree or equivalent experience in an appropriate academic discipline with an emphasis on both program evaluation/assessment and quantitative and qualitative research methods, including improvement science
- Demonstrated commitment to the leadership development of girls and young women, anti-bias education, and social justice
- Strong project management skills and experience with leading a project from beginning to the presentation of data
- Ability to work independently, one-on-one, and collaboratively
- Excellent oral and written communication skills for a wide variety of audiences
- Strong statistical, analytical, presentation, problem-solving, and predictive modeling skills
- Demonstrated proficiency in research, survey design, and analysis
- Teaching experience or related experience in curriculum design and pedagogy

## QUALIFICATIONS DESIRED

- Inquiry-based pedagogy
- Culturally responsive approach to teaching
- Fluency in multiple student-centered instructional approaches
- Commitment to student life
- Proven dedication to professional growth and purpose-driven practice
- Professional practice and ability to model contemplation as part of intellectual exploration

TO APPLY: Please submit a resumé, cover letter, and examples of previous relevant work to [employment@hewittschool.org](mailto:employment@hewittschool.org). Cover letters should reflect a careful reading of The Hewitt School's website, including the school's academic philosophy. **Please reference the job title in the subject line of your email.** No phone calls, please. Recruitment will remain open until the position is filled; applicants should apply as soon as possible for consideration.

## IMPORTANT INFORMATION

The Hewitt School is an Equal Opportunity Employer. It has been and will continue to be a fundamental policy of the school not to discriminate on the basis of any category prohibited by applicable federal, New York State and/or New York City laws/regulations. This policy applies to all aspects of the employment process, including hiring, promotion, demotion, compensation/benefits, performance evaluations, disciplinary actions, training, working conditions, layoff, and termination.