



Wisewire's Career and Technology Education (CTE) Executive Editor will be a part of our Learning Content Expert Team. This individual will be the product leader for any CTE focused projects and products and will be instrumental in leading client conversations by adding meaningful information and insight. This key stakeholder will stay current with continual changes in the CTE space and will ideate with clients to develop their vision for their product.

Responsibilities:

- Leading client calls by adding meaningful information and insight. Make suggestions relevant to current landscape of CTE space.
- Build and lead a team of Freelance and Internal Team Members to develop solid end-product
- Ideate with clients and communicate a clear vision for their product. Ability to use existing research and documents in the CTE space to customize a recommendation and approach based on the client need. Use backwards mapping in order to connect competencies to knowledge and skills required by learners to demonstrate competence within a specific pathway.
- Perform rigorous and systematic review of all content with the audience in mind and suggests and/or makes revisions to improve voice, level appropriateness, style, accuracy (factual, grammar, punctuation, spelling) and efficiency and effectiveness of language.
- Conduct research, confirms sources and verifies facts, dates and statistics.
- Ensure all content adheres to project, customer and/or Wisewire's appropriate editorial guidelines.
- Inform and develop content templates, examples, writing and editing checklists, and other editorial-related tools or reference for project team use.
- Support of company efforts to prepare proposals, bids, samples and content for the website and marketing materials in the form of writing, reviewing and/or facilitating.

Qualifications and Skills:

- Bachelor's Degree in Education or related program is required. Master's Degree (or higher) in Education or related program is preferred.
- 5+ years' experience teaching CTE courses
- 2+ years' experience leading a CTE program
- Experience in Educational Technology space is strongly preferred.
- Proven understanding of components and structures of different types of CTE programs (full courses, boot camps, high school-level course).
- A working knowledge of specific pathways for existing programs (Health Science, Information Technology, Marketing, etc.) and the ability to identify the knowledge and skills needed for learners to demonstrate competence in specific pathways.
- Ability to oversee writing, editing, production of content relative to CTE courses being developed by partners/clients.
- Outstanding communication and proven leadership skills