LITERACY DESIGN
COLLABORATIVE

Director, Disciplinary Literacy

LOCATION: Virtual/Remote

The Literacy Design Collaborative (LDC) seeks a Director of Disciplinary Literacy to lead curriculum development and improvement across ELA, Social Studies, and Science, and help lead the vision, design, and implementation of LDC's USDOE-funded civic literacy initiatives, including one in which instructional leadership teams (ILTs) are provided programming that transforms their schools' efforts to improve student skills related to civic literacy and civil discussion.

This position is fully remote, based in a home office, and is available immediately.

Who We Are

The Literacy Design Collaborative (LDC) is a non-profit public charity, a 501(c)(3) made up of a community of educators determined to eliminate achievement gaps by providing all students with the same rigorous, standards-aligned, reading-and-writing assignments and well-aligned and responsive instruction that privileged students receive. LDC also provides professional support to help teachers, schools, and school systems effectively implement these kinds of assignments and instruction to maximize student achievement.

Position Summary

The Director of Disciplinary Literacy leads the development, delivery, and continuous improvement of LDC's disciplinary literacy curriculum and helps shape the organization's civic literacy work. The Director manages the curriculum development team and consultants, ensuring that curricular materials meet LDC's quality expectations and support the goals of its programs.

The role emphasizes improving existing curricular materials across ELA, Social Studies, and Science, including materials used in LDC's Education Innovation and Research (EIR) project (*Evidence to Action—E2A)* and in LDC's civic literacy projects. The Director also leads the creation of new materials where needed to address instructional gaps or program goals. While this Director manages the day-to-day of this work, they consult with and are supported in this capacity by the Senior Director of Literacy & Learning and the Chief Program Officer.

A central responsibility of this role is leading or co-leading, with the Chief Program Officer and other project leaders, LDC's civic literacy initiatives, including the vision and execution of the Civic Literacy Leadership Initiative (CLLI). CLII—a partnership between LDC and Purdue University—develops school-based Instructional Leadership Teams (ILTs) to strengthen schoolwide civic literacy, civic knowledge, and civil discourse. The Director helps connect the project's curriculum, assessment, and professional learning components so that leaders and teachers can use evidence of student learning to improve instruction. As needed, the Director may play certain roles regarding *Dialogue 250* (D250).

The Director collaborates with Purdue and LDC's Chief Learning Officer to plan and develop CLLI programming for ILT members and the teacher teams they support. The Director facilitates selected CLLI professional learning experiences and supports other LDC staff facilitating the work.

The Director reports to the Chief Program Officer and receives disciplinary literacy and curriculum guidance from the Senior Director of Literacy & Learning. The Director is responsible for day-to-day curriculum management, working within LDC's broader disciplinary literacy vision and quality expectations.

Specific Responsibilities

Curriculum Development and Improvement

- Lead the planning and day-to-day execution of curriculum development and improvement across ELA, Social Studies, and Science, managing the work of LDC curriculum staff and part-time consultants.
- Prioritize improvements to existing materials for E2A, CLLI, and other organizational needs, drawing on educator feedback, implementation evidence, curriculum reviews, and scored student work.
- As needed, lead the creation of new performance tasks, instructional plans, and related resources to meet program goals or address gaps in existing materials.
- Set goals, assignments, timelines, and review processes for curricular work, monitoring progress and ensuring that deliverables meet deadlines and quality expectations.
- Use LDC's curriculum alignment tools and rubrics to ensure materials include rigorous, standards-aligned performance tasks, complex disciplinary texts, backwards-designed instruction, and meaningful formative assessment opportunities.
- Formatively and summatively review staff and consultant work, providing actionable feedback; revise and edit materials as needed to ensure they are ready for publication and classroom use.
- Ensure materials support culturally responsive-sustaining education, multilingual learners, and other learners with varied instructional needs while maintaining grade-level rigor.
- Seek guidance from the Senior Director of Literacy & Learning on disciplinary literacy, curriculum quality, and significant instructional design decisions, and translate that guidance into the team's work.

Civic Literacy Program Leadership

- Lead or co-lead CLLI's vision, strategy, and execution with the Chief Program Officer, ensuring coherence across curriculum, assessment, and professional learning.
- Help translate the project's goals into a practical program plan, with clear priorities, responsibilities, milestones, and processes for monitoring progress and improving the work.
- Contribute to the LDC-Purdue partnership, collaborating on program design and aligning civic literacy content and instructional approaches with the needs of participating schools.
- Work closely with the Chief Learning Officer to ensure CLLI builds ILTs' capacity to lead sustainable schoolwide civic literacy instruction and support teacher professional learning communities.
- Guide the integration of civic inquiry, primary-source analysis, evidence-based writing, and productive civil discourse into curricular materials and educator learning experiences.
- Monitor progress within assigned CLLI workstreams, address implementation challenges with relevant staff and partners, and bring significant decisions or resource needs to the CPO.
- As needed, make similar contributions for the D250 project.

Professional Learning Design and Facilitation

- Collaborate with Purdue, the Chief Learning Officer, and LDC staff to develop and refine CLLI's ILT programming, including its scope and sequence, session plans, facilitation resources, and related supports.
- Contribute disciplinary and civic literacy expertise to synchronous and asynchronous professional learning, connecting educator learning to curricular implementation and evidence of student thinking.
- Facilitate selected CLLI ILT professional learning sessions and other professional learning activities as assigned.
- Prepare and support other LDC staff facilitating CLLI through shared planning, content guidance, coaching, and reflection on implementation.
- Help ILTs and teachers use analytic rubrics and student work to identify learning needs, plan targeted instruction, and strengthen civic literacy and civil discourse.
- Use participant feedback and implementation evidence to improve professional learning content and facilitation.

Team Management and Continuous Improvement

- Supervise designated curriculum staff, including goal-setting, workload planning, coaching, professional development, and performance evaluation; manage curriculum consultants as needed.
- Maintain effective curriculum development and quality assurance processes that support consistent, timely, high-quality work.
- Plan and monitor curriculum resources and expenditures with the CPO, aligning staff and consultant capacity with agreed priorities.
- Coordinate across curriculum, professional learning, implementation, and assessment staff so that curricular materials and educator supports reinforce one another.
- Support program monitoring and evaluation by coordinating relevant curricular artifacts, implementation information, and student work with designated staff and research partners.
- Use continuous improvement processes to identify what is working, address recurring challenges, and document practices that strengthen the team's work.

What You Bring

Ideally, LDC seeks someone who has experience:

- in the classroom enacting standards-aligned reading-and-writing assignments and backwards-designed instruction;
- applying a strong knowledge of college-and-career-readiness standards and disciplinary literacy across Social Studies (knowledge in this discipline is especially important for this role), Science, and ELA;
- developing and improving rigorous performance tasks, instructional modules, and supporting curricular resources, particularly for secondary students;
- supporting civic literacy instruction through primary-source analysis, inquiry, evidence-based writing, and productive civil discourse;
- using analytic rubrics and student work to provide actionable feedback and guide instructional improvement;
- designing and facilitating professional learning for teachers, instructional coaches, school leaders, or instructional leadership teams;
- coaching and/or providing feedback to educators and curriculum developers;
- supervising staff and managing consultants to achieve shared goals and maintain high quality standards;
- project-planning and then executing on a plan to meet time-bound goals while meeting high quality standards;
- collaborating across teams and with external partners to align curriculum, assessment, and professional learning;
- quickly learning and acclimating to new and challenging responsibilities.

What We Offer

For this role, LDC can offer a salary in the range of $95,000-$125,000, depending on experience and regional cost-of-labor. LDC offers a competitive salary commensurate with experience. Strong benefits include a health plan, dental and vision plans, disability, life insurance, and a 401(k) plan with employer matching. We also offer an inclusive environment, and we strive to ensure staff members receive professional development and experiences to continue moving them forward in their careers.

To Apply

This position is being posted in October 2026, and we encourage you to apply as soon as possible given the urgency of the work associated with it.

Please email a resume and a cover letter to jobs@ldc.org addressing why you are interested in LDC and how your experience has prepared you for this position.

Only candidates who closely fit the qualifications will be contacted for an interview.

The Literacy Design Collaborative (LDC) is an equal employment opportunity employer committed to maintaining a non-discriminatory work environment. LDC does not discriminate against any employee or applicant for employment on the basis of race, color, religion, sex, gender, national origin, age, disability, veteran status, marital status, sexual orientation, gender identity, gender expression, arrest record, conviction record, or any other personal characteristic protected by applicable law.

Applicants for employment with LDC must have valid work authorization that does not require sponsorship of a visa for employment authorization in the U.S.