

California State University, Fresno Foundation

INSTRUCTIONAL INNOVATIONS PROJECT MANAGER – BAY AREA ACADEMY

JOB ANNOUNCEMENT #25-737

POSITION SUMMARY:	Full-time, benefited position with the Bay Area Academy through the California State University, Fresno Foundation. The Bay Area Academy (BAA) is a program of the College of Health and Human Services, Department of Social Work Education at California State University, Fresno. The California State University, Fresno Foundation provides employment and fiscal oversight to the BAA. The BAA provides classroom training, coaching and organizational support to child welfare staff and other IVE eligible agencies in 12 Bay Area counties. The Instructional Innovations Project Manager (IIPM) will lead and oversee child welfare workforce development innovation projects at both regional and statewide levels. This role will collaborate with statewide workforce development partner organizations including Regional Academies, the California Department of Social Services, county staff, Universities, Independent Contractors and individuals with lived experience to manage and deliver workforce development initiatives that meet instructional innovation goals, ensuring effective collaboration and project execution. The BAA IIPM will partner with three other Regional Academy's IIPMs and BAA staff to lead and facilitate workgroups, build improvements in program design and implementation and follow up with collaborators to ensure alignment and progress across initiatives. The IIPM is expected to integrate equity approaches that support BAA in achieving anti-racism, equity and inclusion goals. The IIPM will report to the Assistant Director and will cross-team closely with BAA's Learning Systems and Program Development Teams and may attend those team meetings as directed. The IIPM will manage the integration of workforce development practices and technology to ensure effective learning experiences for child welfare professionals.
ESSENTIAL JOB FUNCTIONS:	• Leading and managing planning, development and implementation of multiple instructional innovation projects in both content and modality focused on child welfare workforce development with a lens of equity, best practice, instructional creativity and worker retention, ensuring adherence to timelines and objectives. • Reviewing, analyzing and integrating best practices in virtual workforce development from other child welfare jurisdictions and other disciplines. • Providing oversight and project management of initiatives identified in statewide workforce development strategic plan including developing work plans with concrete objectives and milestones. • Integrating revision of content with the redesign of instructional modality to achieve cohesive, accessible, trauma-informed, culturally-responsive, well-paced, appropriately sequenced and effective workforce development experiences. • Creating instructional materials and resources that support innovative practices in child welfare training and workforce development including but not limited to blended learning, simulation-based training, case-based learning and interdisciplinary capacity-building initiatives. • Revising/developing 3-5 courses per year with instructional design innovations. • Collecting and analyzing data related to project outcomes and effectiveness. Preparing regular progress reports for internal and external stakeholders. • Developing assessment tools that review/analyze data, desired practice changes, and intended outcomes of training events to determine appropriate instructional design, pacing and sequencing, including reviewing data from the California Job Redesign project and from Regional Academy training evaluations. • Establishing processes for gathering feedback from trainees on instructional effectiveness of instructional innovations identifying best practices and opportunities for improvement and applying that feedback to refine workforce development programs continuously to enhance effectiveness.

	• In partnership with the BAA Evaluation Team, use data collected as part of the reporting and evaluation assignments to inform decision-making on continuous improvement. • Coordinating with partner organizations including Regional Academies, CDSS, Independent Contractors, county staff, individuals with lived expertise and University partners to foster collaboration and support project goals. • Maintaining clear and ongoing communication with all project collaborators, providing updates and addressing any challenges that arise. • Organizing, leading and facilitating workgroup meetings, including developing agendas, preparing meeting materials, and documenting outcomes and action items. • Remaining current on emerging workforce development trends and emerging child welfare initiatives and practices in order to use this knowledge to inform the evolution and implementation of statewide child welfare workforce development systems • Implementing a technology-based statewide project management system. • Other duties as assigned.
POSITION REQUIREMENTS:	<i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i> • Master's degree in social work, education, public policy, public administration, counseling or other related fields. Ph.D. preferred. • Four (4) years of progressively responsible professional experience in project management, particularly in the context of child welfare or social services • Two (2) years of experience in a public social service agency • Experience in instructional design • Proven experience in managing complex projects with multiple stakeholders, demonstrating strong organizational and planning abilities and fostering strong partnerships across disciplines. • Familiarity with educational technologies and instructional design software that supports varied learning environments • Experience leading meetings, workshops & collaborative discussions to achieve project goals. • Familiarity with project management software and tools, as well as data analysis and reporting techniques. • Ability to be creative, receptive to feedback and work across differences. • Demonstrated professional written, verbal and speaking abilities, capable of conveying complex information clearly to diverse audiences. • Fluency in computer skills, including spreadsheets, word processing, and desktop publishing • Understanding of child welfare systems, policies, and best practices, along with principles of adult learning and instructional design. • Ability to identify links between policy, procedure, opportunities and best practice initiatives.
COMPENSATION:	\$7,500.00 - \$7,916.67 per month (\$90,000 - \$95,000 annually). Salary will be commensurate and competitive with experience and qualifications. Benefits include health, dental, vision, life and 401(k), vacation, sick leave, and holiday pay.
DEADLINE:	Application review begins September 9, 2025 ; open until filled.
TO APPLY:	Please visit the Auxiliary Human Resources page at https://auxiliary.fresnostate.edu/association/hr/employment-opportunities.html for job announcement and application. E-mail completed application & resume to: auxiliary-hr@mail.fresnostate.edu

RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION

California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>

Employment for this position is by the California State University, Fresno Foundation. This is not a State of California position.

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