Position:	Specialist, Full Stack Developer
Location:	Remote
Employment type:	Full-time, Exempt
Reports to:	Director of Communications
Direct Reports:	N/A

Mission

EdReports.org is at the forefront of the curriculum reform movement. By increasing the capacity of educators to identify and demand the highest quality curriculum, EdReports.org is both disrupting a multibillion dollar market and transforming the way students are taught and ultimately perform. With the firm belief that what is taught matters and that all students deserve high quality materials, EdReports.org publishes free, online, evidence-rich reviews of instructional materials.

Purpose of Position

The Full Stack Developer will play a vital role supporting EdReports and the communications team in envisioning, developing, and maintaining our primary products: the EdReports website and API. Our ideal candidate is a self-starter, strategic thinker, and strong communicator who can support our organizational goal of more than five million website visits with a focus on ensuring all school districts, particularly those supporting our most underserved students, are reached. They have a high level of expertise with front and back end web development and are able to quickly connect the dots between how a user experiences content across multiple devices and contexts. The developer will design, implement, schedule, test, and deploy full features and components of solutions. This individual thrives on project management and writing clean, reusable, and highly organized code. The developer is able to balance the day to day demands of overseeing a robust website and API while simultaneously planning for future optimizations to increase EdReports' reputation as a cutting-edge technology resource. The ideal candidate for this role has new ideas and perspectives to bring to the table, and also has the technical ability and know-how to execute those ideas.

Key Responsibilities

Website and Systems Management - 80%
- Own the entire life-cycle of features from initial concept to quality production systems;
- Be the primary administrator for EdReports' website systems: website CMS (Google Cloud Platform), Gather (content operations platform), and API CMS. Expectations include:
  - Developing front end website architecture
  - Designing user interactions on web pages
  - Developing back end website applications
  - Creating servers and databases for functionality
  - Ensuring cross-platform optimization for mobile phones, tablets, and overall responsiveness of applications
  - Working alongside graphic designers for web design features
  - Seeing through a project from conception to finished product
  - Designing and developing APIs

- ○ Meeting both technical and consumer needs
- ○ Ensuring quality delivery of software through thorough testing and reviews
- Day to day management of website, including: coordinating and executing report releases, coordinating lightbox implementation, creating new web pages and landing pages, updating or removing content, and troubleshooting issues;
- Manage and implement online data collection strategies including web forms and surveys for segmentation and web-specific integrations in collaboration with Salesforce and other systems;
- Manage updates, inquiries from API consumers, and compliance requirements to ensure the organization is in good standing;
- Implement and oversee a ticketing system to track website requests and bugs;
- Support the development of a five year roadmap for improvements and optimizations to EdReports' website and other consumer-facing online properties;
- Stay abreast of developments in web applications and programming languages;

Communications Coordination - 15%
- Work closely with the communications team to develop and execute content and campaigns;
- Create and share internal forms and documentation outlining communications guidelines, "how-to" resources, and other mechanisms to ensure efficiency and high performance of systems;
- Partner with colleagues across the organization to build relationships, collaborate effectively, and inform content.

Information Technology Consultation - 5%
- Identify opportunities to better connect our internal communications and operations platforms (Google Suite, Gather Content Manager) with our external website and API systems (Google App Engine, Google Cloud);
- Participate in ongoing planning conversations with the Operations Team and IT vendor, ZeroDay to:
  - ○ Help identify opportunities to improve and update software and systems
  - ○ Guide IT policy and best practices for the organization
  - ○ Design training programs and workshops for staff
  - ○ Oversee and determine timeframes for major IT projects that integrate or impact our external website and API systems including system updates, upgrades, migrations, and outages

Qualifications

- Passion for the EdReports' mission and vision;
- A minimum of 7 years experience;
- Experience should include:
  - ○ 3+ years of experience with software design, implementation, and testing;
  - ○ 3+ years of experience with using best practices and design patterns for writing clean, reusable, and highly organized code;
- Experience with developing service APIs for external consumption;

- Knowledge of data structures and algorithms and how things fit together with modular design;
- Experience working in a startup; resourceful, creative, self-directed, comfortable working with uncertainty;
- Proficiency working with Google Cloud products and Google App Engine strongly preferred;
- Proficiency with fundamental front end languages such as HTML, CSS and JavaScript;
- Familiarity with JavaScript frameworks such as VueJS, Angular, and React;
- Proficiency with server side languages such as Java and PHP;
- Familiarity with database technology such as Cloud Datastore, Objectify, and MySQL;
- Proficiency with version control systems such as Git, SVN, CVS;
- Information Technology (preferred, but not required, skills):
  - Knowledge of technical management, information analysis, and computer hardware/software systems
  - Knowledge of data center management and data governance
  - Hands-on experience with computer networks, network administration, and network installation
- Degree in computer science preferred, but not required.

Core Competencies

ACCOUNTABILITY	
Framing/planning the work	Plans and effectively organizes more complex projects and tasks; Identifies and sets contingencies for possible roadblocks
Timeliness	Usually meets deadlines or delivers early; Assesses if a roadblock will delay deadline and communicates any changes as needed; and Proactively communicates.
Quality of work products	Work products (e.g. reports, documents, files, etc.) are generally complete and accurate.
ADAPTABILITY	
Ability to adjust	Changes work priorities to meet feedback and changing demands; Identifies how own work and formal responsibilities needs to adjust to meet the needs of the organization
Openness	Able to thoughtfully consider new ideas and different perspectives; Encourages individuals with different perspectives to share.
COLLABORATION	
Team-orientation	Focuses on accomplishing organizational goals rather than a personal agenda; and Willing to take on additional tasks as

	needed to achieve shared objectives.
Collaboration	Actively participates as a team member and shows willingness to contribute and be open to feedback; and Is sought out by others as a collaborator on projects.
COMMUNICATION	
Written/Verbal communication	Communicates messages concisely; Consistently adjusts style and tone to suit the target audience; and Participates comfortably in small group meetings, contributing where appropriate.
Inquiry and listening	Fully engages in both in-person and virtual settings; Uses open-ended questions to clarify understanding and gain information; and Requests feedback and encourages others to share their point of view.
CULTURAL SENSITIVITY	
Valuing diversity	Demonstrates understanding that differences among team members contribute value to the environment; and Proactively considers ways to increase diverse viewpoints and representation across our work.
Advancing diversity and inclusion	Demonstrates awareness and understanding of own biases; and Offers observations about cultural proficiency within the organization.
GROWTH MINDSET	
Learning orientation	Takes initiative to expand knowledge and skills for self and colleagues; Often thinks about ways to perform duties more effectively; Regularly reflects on challenging situations as opportunities to identify learning opportunities; and Engages others in reflection.
Seeking, providing, and using feedback	Regularly seeks feedback and coaching to succeed in doing more complex work; Uses new information and experiences to identify opportunities to adjust work/and or professional style; and Shares information with others that can broaden learning and influence their work.

Leadership Competencies

DECISION-MAKING	
Gathering and interpreting data	Regularly identifies critical internal or external data needed to inform decision-making; Derives insights from data and makes suggestions based on findings; Advises team members on

	deriving insights from data; and Creates and implements systems to facilitate regular data review, reflection, insight generation, and continuous improvement.
Executing decisions	Makes necessary decisions in a timely manner even when information is limited or unclear; Considers implications of decisions and demonstrates follow through; Owns and stands by team decisions; Communicates decisions and gains buy-in from team and other related stakeholders; Considers both the long-term strategic direction and short-term outcomes of decisions.
DEVELOPS AND MOTIVATES OTHERS	
Conflict resolution	Identifies tensions or conflicts within teams; and Addresses team challenges when they arise.

Physical Requirements

Including, but not limited to standing and sitting for long periods of time; speaking loudly and clearly; seeing and hearing things both near and far away; and reaching, stooping, kneeling, and fine-finger and hand manipulation in use of a computer, chalkboard, dry erase board, or projector. Employee is required to have close visual acuity to perform an activity such as preparing and analyzing data and figures, transcribing, viewing a computer terminal, and extensive reading.