Job Title: EDU Adoption & Organizational Change Management Consultant

Enabling Technologies is a five-time winner of Microsoft's Partner of the Year Award, specializing in Modern Workplace Technologies that promote secure communication and collaboration in the Cloud. Enabling is a 100% remote organization with staff throughout the US. We are a results-focused organization with an exceptional team that consistently and effectively challenges each other to provide the best customer experiences.

Enabling is searching for an Education Adoption & Organizational Change Management Consultant (AOCM). The EDU AOCM Consultant will join a growing practice, working with internal teams to develop new program or service offerings focused on driving usage of Microsoft solutions with our higher-ed and K12 customers. The ideal candidate will have a strong understanding of Microsoft solutions and practical use within, and outside, the classroom. Knowledge of the people-side of change and how do design programs inclusive of business (and educational) processes, culture, systems and technology, job roles, and organizational structure is key to success.

This role will not have supervisory responsibility but will be required to work with client and internal resources to drive successful development and delivery of services to support adoption and organizational change management across educational institutions. The AOCM Consultant must be comfortable operating in both a functional and consultative manner while also driving a competitive edge through innovation. The AOCM Consultant will be confident in navigating all levels within client organizations.

Of note: ***this is not a technical role***; it is 100% focused on driving adoption of technical and organizational change through exceptional professional development experiences.

Design & Development Responsibilities 20%
- Collaborate with product owners, consultants, clients, and partners on research activities, strategy sessions, ideation, design and testing of new product or service offerings that support technology in the classroom
- Leverage experience as an educator to advocate for educator-focused programs to enhance and transform classroom experiences
- Development of collateral associated with new programs: statements of work, one-pagers, communication collateral, and training materials

Consultative Responsibilities (internal and external) 40%
- Apply a structured methodology to change initiatives
- Assess client change readiness and change impact
- Identify, analyze, anticipate, and manage risk
- Coach client project teams, champion groups, and key business stakeholders
- Plan & document actionable deliverables for the following
  - Adoption Program Charter
  - Success Criteria/Gap Analysis
  - Communication Approach
  - Effort/Satisfaction
  - Training Strategy
  - Change Reinforcement Strategy

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SECURE PRODUCTIVITY IN THE CLOUD

- Lead and drive change management activities to deliver on-time and within budget
- Track and report issues or risk
- Work with project teams to integrate change management activities into overarching project plans
- Analyze effectiveness of change management deliverables

Functional Responsibilities (internal and external) 40%
- Develop communication and training content to support specific
  - Use-cases
  - Personas
  - Impact
  - Risk
- Delivery of training programs
  - Remote webinar (recorded or live)
  - In-person
  - Videos
  - White glove support
- Participation in project meetings to provide insight, status updates, etc

A successful candidate *must thrive in an ever-changing environment* and will have the following experience and/or skills:
- Prior experience as an educator or administrator, with experience in driving district-wide initiatives
- Experience and knowledge of organizational change management principles, methodologies, and tools
- A solid understanding of how to drive positive customer experiences from entry-level employees to executives
- Ability to manage ambiguity and apply critical thinking skills
- Experience in driving change within an organization
- Development and delivery of training content, materials, and programs for a variety of learning styles
- Experience in leveraging Microsoft solutions in the classroom, identifying use-cases, and empowering educators and students through technology
- Previous remote-working experience
- Exceptional active listening, written, **and** verbal communication skills
- Ability to clearly articulate messages to a variety of audiences
- Experience influencing others to move toward a common vision or goal
- A passion for introducing solutions and overcoming objections for current challenges in EDU
- Ability to travel 30% of the time

Education/Training:
- Bachelor's Degree is preferred
- Formal Change Management training or certification is a plus (I.E., Prosci)
- Microsoft Teams, Flipgrid, OneNote, and Minecraft Education Edition is preferred
- Microsoft Innovative Educator (or Trainer or Expert) Certification

This is a remote role that requires up to 30% travel

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