



## **About Curriculum Associates**

Curriculum Associates, LLC is a privately owned, socially responsible, rapidly growing educational publishing company located northwest of Boston, MA. We publish best-in-class reading, language arts, math, assessment, and test prep programs for preK–8 and at-risk secondary students. For the past 40 years, we have consistently developed high-quality products that make classrooms better places for teachers and students.

## **MANAGEMENT DEVELOPMENT ASSOCIATE**

Curriculum Associates is currently seeking talented individuals to join our Management Development Program—a three-year rotational program across marketing, product development, sales, finance, and technology—designed to develop future business leaders. This program is an excellent opportunity for those who wish to pursue a graduate degree in Business or Education, as well as those interested in a general management career or leadership position. Associates will develop and demonstrate a diverse set of general management skills, including supporting a variety of customer needs, designing and enhancing marketing campaigns, crafting strategies for new products, and leveraging corporate finance skills.

The Management Development Program includes ongoing mentoring and monthly professional development lunches with the company's CEO. Additionally, Associates will interact frequently with high-level executives—reporting directly to them, meeting to discuss strategic priorities, and working together on critical projects. A strong focus of the program is ensuring both the personal and professional development of Associates.

## **RESPONSIBILITIES**

Depending upon rotation, specific responsibilities may include:

- Develop collateral and other supporting materials for sales reps to help effectively position Curriculum Associates products in the marketplace
- Advise customers with product and technical information, including effective product implementation strategies
- Cultivate foundational finance skills around forecasting and budgeting
- Evaluate most strategic use of marketing budget to effectively reach target audience
- Solicit feedback from existing users, prospects and internal stakeholders to define vision for new products, new features and product enhancements

## **SKILLS AND QUALIFICATIONS**

- Entry-level position designed for individuals with a strong interest in launching general management careers and developing expertise in the education industry
- Demonstrated leadership skills
- Excellent written and verbal communication skills
- Superior time management and organizational skills
- Strong interpersonal skills and evidence of effective relationship management
- Desire to take initiative and learn continuously
- Strong academic record including a bachelor's degree from a top tier college or university

## **Salary**

Competitive

## **Starting Date**

Summer 2014

## **Location**

Boston, MA; Billerica, MA

**Apply here:** <https://home.eease.adp.com/recruit/?id=6520581>

**Note:** The first round of interviews will be conducted by phone the week of October 14. Second-round interviews will take place on-campus on Tuesday, October 29.

Curriculum Associates, LLC is an Equal Opportunity Employer. Curriculum Associates, LLC will not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, national origin, age, marital status, veteran status, sexual preference, disability, genetic information, or any other category protected by law. Curriculum Associates, LLC will grant employment, without regard to race, color, creed, religion, sex, national origin, age, marital status, veteran status, sexual preference, disability, genetic information, or any other category protected by law. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation.