

Vice President Education – Job Description Summary

Responsible for the development, implementation and direction of the organization's comprehensive financial literacy education program which is designed to build customer wealth in the communities in which we serve. This position is responsible to direct, coordinate and supervise all activities of the Education Department. This position is responsible for the research, planning, development, implementation, and maintenance, delivery through all applicable communication channels and results assessment of the organization's comprehensive financial literacy education programs. Position will serve as the organization liaison to schools (traditional and non-traditional, public and non-public and home school), higher educational institutions, the community, civic organizations, government and trade organizations to promote consumer education and financial literacy. Position will maintain effective and professional working relationships with all departments and will supervise the Education Department Staff. This position is also responsible for working to impact legislative efforts at the local, state and national levels to require financial literacy education as a high school graduation requirement.

The complete job description covers the following topics:

- Essential duties and responsibilities
- Performance standards
- Qualification requirements
- Education and experience
- Language skills
- Mathematical skills
- Reasoning ability
- Other skills and abilities
- Physical demands
- Work environment