
SENIOR DIRECTOR OF SCHOOL LEADERSHIP

TITLE:	Senior Director of School Leadership
REPORTS TO:	Superintendent
SUPERVISES:	Assigned Personnel including School Directors
JOB FUNCTION:	Provide leadership in establishing and achieving system-wide academic and instructional goals with strategic guidance that will result in improved outcomes for all students and a reduction in the achievement gap. Act on behalf of the Superintendent in his/her absence.

DUTIES AND RESPONSIBILITIES:

- Organize district-wide efforts and resources to support district's strategy for school turnaround, school improvement, and instruction and supports for students.
- Monitor implementation of district's strategy for school turnaround, school improvement, and instruction and supports for students and adjust strategy as needed.
- Serve as the supervisor of and support provider for School Directors.
- Create a system that uses data to establish a culture of data-based decision making; build capacity to use data collaboratively, continuously and effectively to improve teaching and learning.
- Ensure that School Directors are able to help principals identify staff and student needs and suggest leadership strategies to promote continuous improvement in performance.
- Conduct meetings with School Directors that focus on student achievement, student support, operations, parent and community involvement, data use, principal leadership.
- Work with School Directors to facilitate the professional development to principals and assistant principals.

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- Work with School Directors and school leaders to ensure expertise in analyzing school data.
- Ensure that School Directors are able to evaluate principals' performance and make tenure recommendations for probationary principals.
- Ensure that School Directors are able to prepare and oversee Principal Improvement Plans.
- Ensure that School Directors are able to assist Principals in performance management concerns with staff.
- Work with School Directors, the Superintendent, the Director of Human Resources, and SBDMs to identify and support the selection process of new principals and assistant principals.
- Working with Special Project Assistant, oversee all school monitoring activities.
- Work with District Leaders to improve all supports and communication with school principals.
- Ensure that School Directors are able to work with school leaders to develop budgets, identify appropriate resources, and approve financial plans.
- Work with district and school level administrators to facilitate resolving school-level grievances and complaints.
- Act as designee for Superintendent for issues related to school improvement and student achievement.
- Collaborate with school partners.
- Attend, present and participate in board and other district meetings.
- Maintains regular attendance
- Performs other duties as assigned.

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PHYSICAL DEMANDS:

- Work is performed while standing, sitting and/or walking
- Requires the ability to communicate effectively using speech, vision and hearing
- Requires the use of hands for simple grasping and fine manipulations
- Requires bending, squatting, crawling, climbing, reaching
- Requires the ability to lift, carry, push or pull light weights

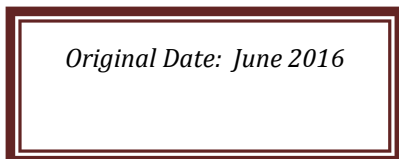
KNOWLEDGE AND ABILITIES:

- Ability to work collaboratively to support school turnaround and school improvement
- Strong instructional leadership capabilities
- Strong management, communication, and interpersonal skills
- Ability to develop, execute, and monitor impact of plans for school turnaround and improvement
- Proficiency managing a data-based, change-management process, and expertise in assessing, understanding and using data to identify a change in instructional practice that will accelerate learning for all students

EDUCATION AND EXPERIENCE:

- Master's Degree (required)
- Rank I (preferred)
- A minimum of eight years combined certificated teaching and supervisory experience, with a minimum of three years at the supervisory level
- Experience in an urban school district with a large racially and economically diverse population (preferred)

LICENSES AND OTHER REQUIREMENTS:



- Kentucky Superintendent Certification