TITLE: **Assistant Superintendent School and System Improvement**

QUALIFICATIONS:

1. Holds, or is eligible for, a valid Kentucky Certification for Superintendent
2. Holds a Doctorate degree (preferred)
3. Holds a Master’s degree or completion of a non-degree fifth-year program
4. Has at least five years successful administrative experience
5. Has at least three years successful experience with school and school system turnaround initiatives
6. Has at least three years of successful teaching experience
7. Ability to articulate vision of best practice for school and school system turnaround
8. Has demonstrated ability to communicate effectively with students, staff, parents, and community

REPORTS TO: Deputy Superintendent – Chief Academic Officer

JOB GOALS: Provide the lead in evidence-based strategies to support a coordinated school accelerated improvement program. Lead the work around school turnaround for the district. Ensure that schools, principals and district staff can integrate the social, emotional, and academic needs of students into instructional design, school management, and accelerated improvement practices. Serves as the link between Kentucky Department of Education turnaround staff and schools and district programs.

PERFORMANCE RESPONSIBILITIES:

1. Leads and manages the Office of School and System Improvement
2. Supervises members of the Office of School and System Improvement turnaround team
3. Collaborates with other assistant superintendents and district leaders on matters relating to accelerated school improvement
4. Mentors school and district administrators to support effective leadership around turnaround efforts for both state-identified schools and district-identified schools that need support
5. Serves as a secondary evaluator of principals who lead the district and state identified schools in need of improvement
6. Integrates turnaround strategies, instructional, and social-emotional intervention strategies in professional development to support schools with particular attention paid to the goal of reducing the achievement and opportunity gap
7. Monitors schools' data in order to support schools and students, and collaborates with assistant superintendents to address strategies to support accelerated school improvement
8. Develops the operating budget for the Office of School and System Improvement, and assures that all functions operate within the appropriated allotment
9. Advises and assists principals and school leadership teams in developing and evaluating programs addressing school turnaround
10. Conducts and/or coordinates on-site school visits to assess effectiveness of turnaround strategies in order to provide recommendations and further support to assistant superintendents, administrators, and school teams
11. Facilitates community and Kentucky Department of Education partnerships and linkages for schools in relation to turnaround practices
12. Provides general technical assistance to assistant superintendents and schools on data analysis for school turnaround, and ensures compliance with federal laws, Kentucky statutes, Kentucky Board of Education regulations, and Boone County policies, rules, and procedures
13. Performs other duties consistent with the position assigned as may be requested by the Deputy Superintendent – Chief Academic Officer

TERMS OF EMPLOYMENT:

* Salary: Index
* 12 months (242 days)