



NEW: 07/01/2026  
 Submitted: 02/10/2026

JOB TITLE:	COORDINATOR STRATEGIC PLANNING
DIVISION	STRATEGY AND INNOVATION
SALARY SCHEDULE/GRADE:	II, GRADE 7
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	0000
BARGAINING UNIT:	CLAS

**SCOPE OF RESPONSIBILITIES**

Supports the development, implementation, monitoring, and continuous improvement of the district’s strategic plan. Collaborates across departments, schools, and community stakeholders to ensure strategic priorities are clearly defined, data-informed, and effectively executed. Provides guidance in aligning initiatives, tracking progress, and supporting district leadership in advancing equity-driven, student-centered outcomes.

**PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA**

- Supports the development, revision and implementation of the district’s multi-year strategic plan
- Facilitates alignment of departmental goals, initiatives, and school improvement plans with district strategic priorities
- Assists in translating strategic goals into actionable plans, timelines, and performance indicators
- Prepares written reports, presentations, and briefing materials related to strategic planning and performance to Chief of Strategy and Innovation, District leaders, and School Board
- Conducts research on best practices, peer districts, and emerging trends to inform strategic planning efforts
- Supports continuous improvement cycles and assists in developing recommendations for policy, practice, and resource alignment
- Coordinates engagement processes with internal and external stakeholders, including district departments, school leaders, staff, families, and community partners
- Assures compliance with federal laws, Kentucky statutes, Kentucky Board of Education regulations, and JCPS policies, rules, and procedures
- Completes all trainings and other compliance requirements as assigned by the designated deadline
- Evaluates staff as assigned
- Performs other duties as assigned by supervisor

**PHYSICAL DEMANDS**

This work is conducted in an office setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.

This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

**MINIMUM QUALIFICATIONS**

Bachelor's degree in education, public administration, policy, data analytics, or a related field
Minimum of three (3) years of experience in strategic planning, project management, data analysis, or a related role
Demonstrated ability to manage multiple projects and deadlines in a complex organization

DESIRABLE QUALIFICATIONS
Master's degree in education, educational leadership, public administration, or a related field
Experience working in a large urban school district or comparable public-sector organization
Experience using data visualization or project management tools



NEW: 07/01/2026  
Submitted: 02/10/2026

JOB TITLE:	EXECUTIVE DIRECTOR OF INNOVATIVE PROGRAMS
DIVISION	STRATEGY AND INNOVATION
SALARY SCHEDULE/GRADE:	II, GRADE 13
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	0000
BARGAINING UNIT:	CERX

### SCOPE OF RESPONSIBILITIES

Provides districtwide leadership, vision, and oversight for the design, implementation, and continuous improvement of innovative academic and non-traditional programs that expand access, improve student outcomes, and respond to the diverse needs of learners. Ensures that innovative programs are equitable, sustainable, and aligned with district priorities, state accountability requirements, and postsecondary readiness goals. Works collaboratively across departments and with external partners to scale high-impact practices and foster a culture of innovation and continuous improvement.

### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Develops and leads a districtwide vision for innovative programs aligned to the District's strategic plan, equity commitments, and academic goals
- Identifies emerging trends, research and best practices in education innovation and translates these practices into scalable district initiatives
- Advises Chief of Strategy and Innovation and District and school leaders on innovative models, policies and practices
- Partners with Academics, Research and Accountability, and other divisions to ensure alignment and coherence
- Supports school leaders in implementing innovative practices through coaching, professional learning and technical assistance
- Coordinates with postsecondary institutions, workforce partners, and community organizations to enhance program offerings
- Establishes clear goals, metrics, and evaluation processes to assess the effectiveness and impact of innovative programs
- Develops the operating budget for the organizational unit and assures that all functions operate within the appropriated allotment
- Assures compliance with federal laws, Kentucky statutes, Kentucky Board of Education regulations, and JCPS policies, rules, and procedures
- Completes all trainings and other compliance requirements as assigned by the designated deadline
- Evaluates staff as assigned
- Performs other duties as assigned by supervisor

### PHYSICAL DEMANDS

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climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

#### MINIMUM QUALIFICATIONS

Master's Degree with Kentucky Certification in Administration or Instructional Leadership

Five (5) years successful administrative experience

Three (3) years successful experience as a teacher

Experience leading diverse groups of people

Effective communication skills

#### DESIRABLE QUALIFICATIONS

Successful experience leading district-wide innovative programs

Leadership experience in implementing programs in a school district

Experience in a diverse workplace



NEW: 07/01/2026  
Submitted: 02/10/2026

JOB TITLE:	EXECUTIVE DIRECTOR OF OUTREACH AND PARTNERSHIPS
DIVISION	STRATEGY AND INNOVATION
SALARY SCHEDULE/GRADE:	II, GRADE 13
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	0000
BARGAINING UNIT:	CLAS

**SCOPE OF RESPONSIBILITIES**

Works closely with the Chief Strategy & Innovation on projects that involve multiple District departments as well as external partners. Represents the Chief of Strategy and Innovation, and at times the Superintendent, on local Boards and at community events to ensure representation and advocacy.

**PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA**

- Serves as the primary District liaison with community partners, not for profit organizations, and Metro Government to align resources and strategic goals
- Assists Chief Strategy & Innovation in promoting overall efficiency and maximizing departmental services in support of educational achievement for students
- Provides direct oversight and management of all Memorandums of Agreement (MOAs) and Memorandums of Understanding (MOUs) generated within the Chief Strategy and Innovation and Superintendent's Offices
- Serves as the primary point of contact and dedicated line of support for the Jefferson County Public Education Foundation
- Assists with planning large district events and campaigns
- Understands and communicates the needs of District departments to internal and external partners to enhance effective partnerships
- Assists Principals and school leadership teams to support strategic initiatives
- Collaborates with other community regulatory groups including the Department of Education
- Supports compliance with federal laws, Kentucky statutes, Kentucky Board of Education regulations, and JCPS policies, rules, and procedures
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Performs other duties as assigned by supervisor

**PHYSICAL DEMANDS**

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**MINIMUM QUALIFICATIONS**

Master's Degree or higher with Kentucky Certification in Administration
Three (3) years of successful experience as a teacher
Successful leadership experience
Effective communication skills

<b>DESIRABLE QUALIFICATIONS</b>
Successful experience as an administrator
Leadership experience in implementing programs in a school district
Experience in a diverse workplace



NEW: Submitted:  
07/01/2026 02/10/2026

JOB TITLE:	EXECUTIVE DIRECTOR OF SCHOOL PROGRAMMING
DIVISION	STRATEGY AND INNOVATION
SALARY SCHEDULE/GRADE:	II, GRADE 13
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	0000
BARGAINING UNIT:	CERX

### SCOPE OF RESPONSIBILITIES

Provides districtwide leadership and strategic direction for school planning, choice and future-ready learning systems. Oversees magnet programs, student assignment, postsecondary planning and transition readiness, career academies, career and technical education (CTE), business and industry partnerships and gifted and talented programs. Ensures all programs are equitable, aligned to district priorities, responsive to community needs, and designed to prepare students for college, career, and life.

### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Leads planning and implementation efforts related to magnet programs, student assignment, post-secondary planning and transition readiness, career academies, CTE, business and industry partnerships and gifted and talented programs

Prepares reports, presentations and recommendations for the Chief of Strategy and Innovation, District leadership, and School Board regarding current and future program initiatives

Ensures all school planning and program decisions advance equity, access, and inclusion for historically underserved student populations

Facilitates collaborative and integrative efforts with other District divisions, departments, and schools.

Establishes metrics, accountability systems, and continuous improvement processes across all areas of responsibility

Develops the operating budget for the organizational unit and assures that all functions operate within the appropriated allotment

Assures compliance with federal laws, Kentucky statutes, Kentucky Board of Education regulations, and JCPS policies, rules, and procedures

Completes all trainings and other compliance requirements as assigned by the designated deadline

Evaluates staff as assigned

Performs other duties as assigned by supervisor

### PHYSICAL DEMANDS

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MINIMUM QUALIFICATIONS
Master's Degree with Kentucky Certification in Administration or Instructional Leadership
Five (5) years successful administrative experience
Three (3) years successful experience as a teacher
Experience leading diverse groups of people
Effective communication skills

DESIRABLE QUALIFICATIONS
Successful experience as an assistant principal or principal
Leadership experience in implementing programs in a school district
Experience in a diverse workplace



REVISED: Submitted:  
 07/01/2026 02/10/2026  
 07/01/2019 06/11/2019

JOB TITLE:	ASSISTANT SUPERINTENDENT CULTURE AND CLIMATE EXECUTIVE DIRECTOR OF SUCCESS AND RESILIENCE
DIVISION	ACADEMIC SERVICES STRATEGY AND INNOVATION
SALARY SCHEDULE/GRADE:	IV, GRADE <del>16</del> 14
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4012
BARGAINING UNIT:	CERX

### SCOPE OF RESPONSIBILITIES

Provides leadership in evidence-based strategies to support a coordinated and effective school climate, classroom management, social-emotional learning, restorative practices, and behavioral interventions process at schools as part of MTSS. Leads the development of positive school climate and culture throughout the District. Ensures that schools and other District staff can integrate the social, emotional, and academic needs of their students into instructional design, school management, and MTSS processes.

### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Develops the operating budget for the organizational unit and assures that all functions operate within the appropriated allotment
- Provides general technical assistance to Assistant Superintendents and schools on data analysis for attendance, climate improvement and policy development
- Consults with administrators on matters relating to attendance, misconduct and incidents, and looks for trends in order to assist schools in managing these issues in a proactive manner
- Reviews and responds to appeals for suspensions where required and, when appropriate, participates in alternative placement meetings to determine best next steps for students (intervention, placement, etc.) and supports decisions made by ARCs
- Monitors schools' attendance and discipline data in in order to support truancy interventions, suspensions reduction efforts, and expulsion alternatives and collaborates with Assistant Superintendents to address strategies to support students
- Mentors school administrators to support effective leadership at the intersection of social, emotional, and academic issues
- Integrates school climate, social emotional learning (SEL) and behavioral intervention strategies in professional development to support schools in supporting student needs with particular attention paid to the goal of reducing the achievement and opportunity gap
- Advises and assists Principals in developing and evaluating programs addressing attendance, suspensions, and discipline; focused attention on the gap between student groups
- Conducts and/or coordinates on-site school visits to assess climate and culture in order to provide recommendations and further support to Assistant Superintendents, administrators, and school teams
- Facilitates community social service partnerships and linkages for schools
- Supports services for students transitioning into schools from juvenile justice, residential placement, or other prolonged absence and connects schools to key city, county and district resources necessary to support high risk students
- Assures compliance with federal laws, Kentucky statutes, Kentucky Board of Education regulations, and JCPS policies, rules, and procedures

Evaluates staff as assigned
Performs other duties as assigned by supervisor
Completes all trainings and other compliance requirements as assigned and by the designated deadline

### PHYSICAL DEMANDS

~~The work is primarily sedentary. The work at times requires bending, squatting, crawling, climbing, reaching with the ability to lift, carry, push or pull light weights. The work requires the use of hands for simple grasping and fine manipulations. The work requires activities involving driving automotive equipment.~~

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### MINIMUM QUALIFICATIONS

Master's Degree with Kentucky Certification for Superintendent

Five (5) years successful administrative experience

Ten (10) years successful public school service in certificated position(s)

Three (3) years successful experience as a teacher

Ability to articulate vision of best practice for Climate and Culture

Demonstrated leadership ability within diverse groups

Effective communication skills

### DESIRABLE QUALIFICATIONS

Ten (10) years of experience as a school principal

Leadership experience in implementing and directing a variety of large-scale programs and/or operations in a large urban school district

Advanced preparation or doctorate

Experience in a diverse workplace



REVISED: Submitted:  
07/01/2026 02/10/2026

JOB TITLE:	EXECUTIVE DIRECTOR OF SUCCESS AND RESILIENCE
DIVISION	STRATEGY AND INNOVATION
SALARY SCHEDULE/GRADE:	IV, GRADE 14
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4012
BARGAINING UNIT:	CERX

### SCOPE OF RESPONSIBILITIES

Provides leadership in evidence-based strategies to support a coordinated and effective school climate, classroom management, social-emotional learning, restorative practices, and behavioral interventions process at schools as part of MTSS. Leads the development of positive school climate and culture throughout the District. Ensures that schools and other District staff can integrate the social, emotional, and academic needs of their students into instructional design, school management, and MTSS processes.

### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Develops the operating budget for the organizational unit and assures that all functions operate within the appropriated allotment

Provides general technical assistance to Assistant Superintendents and schools on data analysis for attendance, climate improvement and policy development

Consults with administrators on matters relating to attendance, misconduct and incidents, and looks for trends in order to assist schools in managing these issues in a proactive manner

Reviews and responds to appeals for suspensions where required and, when appropriate, participates in alternative placement meetings to determine best next steps for students (intervention, placement, etc.) and supports decisions made by ARCs

Monitors schools' attendance and discipline data in in order to support truancy interventions, suspensions reduction efforts, and expulsion alternatives and collaborates with Assistant Superintendents to address strategies to support students

Mentors school administrators to support effective leadership at the intersection of social, emotional, and academic issues

Integrates school climate, social emotional learning (SEL) and behavioral intervention strategies in professional development to support schools in supporting student needs with particular attention paid to the goal of reducing the achievement and opportunity gap

Advises and assists Principals in developing and evaluating programs addressing attendance, suspensions, and discipline; focused attention on the gap between student groups

Conducts and/or coordinates on-site school visits to assess climate and culture in order to provide recommendations and further support to Assistant Superintendents, administrators, and school teams

Facilitates community social service partnerships and linkages for schools

Supports services for students transitioning into schools from juvenile justice, residential placement, or other prolonged absence and connects schools to key city, county and district resources necessary to support high risk students

Assures compliance with federal laws, Kentucky statutes, Kentucky Board of Education regulations, and JCPS policies, rules, and procedures

Evaluates staff as assigned

Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline

**PHYSICAL DEMANDS**

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**MINIMUM QUALIFICATIONS**

Master's Degree with Kentucky Certification for Superintendent

Five (5) years successful administrative experience

Ten (10) years successful public school service in certificated position(s)

Three (3) years successful experience as a teacher

Ability to articulate vision of best practice for Climate and Culture

Demonstrated leadership ability within diverse groups

Effective communication skills

**DESIRABLE QUALIFICATIONS**

Ten (10) years of experience as a school principal

Leadership experience in implementing and directing a variety of large-scale programs and/or operations in a large urban school district

Advanced preparation or doctorate

Experience in a diverse workplace