



Open Position Opportunity

POSITION: Associate Commissioner
School Quality and Support Division
Position #1008

ANNUAL SALARY RANGE: \$98,000-\$145,000 plus benefits

APPLICATION PROCEDURE: Please email a completed Colorado Department of Education (CDE) Employment Application, letter of interest, and resume to careers@cde.state.co.us with the Position# and Title in the subject line.

To obtain a Colorado Department of Education Employment Application, visit our website at <http://www.cde.state.co.us/cdemgmt/HR/jobs.htm>

All materials submitted should be current and specifically address the qualifications for this position.

Hard copies of application materials and application materials sent via mail or fax will not be accepted.

- CONDITIONS OF EMPLOYMENT:**
- All offers of employment are conditional on a successful background and references check.
 - Please be advised that CDE may choose to contact work references other than those listed on your application.
 - Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. Flex-time may be approved depending upon suitability.
 - Position is Exempt from overtime and may require work outside of normal office hours.
 - Selected applicant is an employee At-Will.
 - Direct deposit of paychecks is required.
 - Smoking is allowed only in designated areas outside the State Office Building or any other CDE office facility.
 - As required by the Immigration Reform and Control Act (IRCA), the selected applicant must verify, within 72 hours of employment, his/her legal right to be employed in the United States.

The Colorado Department of Education is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, creed, color, gender, sexual orientation, national origin, age, religion, political affiliation, organizational membership, veteran's status, disability, or other non-job-related factors. This applies to all employment decisions. The following person has been designated to handle inquiries regarding the CDE's compliance with Title IX and Section 504: The Human Resources Director - Colorado Department of Education, 201 E. Colfax Ave. #201, Denver, CO 80203.

Broad Scope of Position:

This position leads the School Quality and Support Division. This person is responsible for developing and supporting the vision of the division and providing leadership throughout the department and state. Specifically the role will connect the division's work to the rest of the department through the commissioner's executive team. The position also serves a key role in communicating with external stakeholders to ensure that accountability, improvement planning, support, innovation and choice are vehicles for achieving outstanding outcomes for students.

Minimum Qualifications:

- Demonstrated and proven commitment to and track record of positively impacting student achievement.
- Core belief in the need for both accountability, support, and options for students and how these components work together.
- A deep passion for school improvement and turnaround processes, especially at the district level
- An open mind and understanding of the role of public school choice to meet communities' needs and improving outcomes for students.
- Experience collaborating, managing, and/or coaching other adults within an outcome-oriented environment. Demonstrated experience of leading a diverse team to achieve shared outcomes.
- Proven ability to lead by building shared ownership, providing clear direction and supporting staff with diverse expertise and perspectives.
- Motivated by a fast-paced, collaborative team environment. Commitment to collaboration both within CDE and externally by building trust and rapport, as well as systems and structures to support collaborative work.
- Knowledge of Colorado's accountability systems, laws and rules pertaining to achievement, growth, and improvement planning.
- Knowledge of Colorado's charter, innovation and online laws and rules.
- Familiarity with federal laws (ESSA and IDEA) regarding accountability and improvement.
- An understanding of the unique needs and contexts of diverse populations and communities, including: English-language learners; students of poverty; exceptional

Major Duties and Responsibilities:

- A. Oversees and steers implementation of the statewide system of accountability and support, including all aspects of school and district accountability, improvement planning, family-school partnerships, performance management and choice programs, including the integration with the federal ESSA and IDEA requirements and other key initiatives. The schools of choice unit's work includes charter school, innovation schools and online schools offices.
- B. Implements the department's strategic plan by taking the vision and supporting the division and units in their work to contribute to the department's goals. Works to improve CDE's processes as needed, to enable teams to meet their goals.
- C. Serves as a member of the Commissioner's Executive Team, providing or facilitating advice and expertise concerning accountability, data, improvement planning, family-school partnerships, turnaround support and schools of choice issues. In addition, serves as part of the team creating the goals, direction, vision and strategic allocation of resources for the department.
- D. Supports the continuation and enhancement of a CDE culture of collaboration, kindness, service and support both internally and externally.
- E. Represents the Commissioner and CDE internally and externally on matters of accountability, improvement planning, family-school partnerships, performance management, school and district support, and schools of choice, through both formal communications (conventions, conferences, written updates) and informally (phone calls, visits).
- F. Works with the State Board of Education and legislature on policy issues pertaining to accountability, improvement planning, support and schools of choice.
- G. In addition to implementation of existing laws, provides leadership to both the state legislature, federal legislators, U.S. Department of Education, internal and external stakeholders in the development and implementation of future educational policy concerning accountability, data, improvement planning, support and schools of choice.
- H. Communicates empathy, flexibility and agility in a context of change, and manages internal staff and stakeholders through this process.
- I. Other duties as assigned.

students; and rural, suburban, and urban communities.

- Excellent oral and written communication skills, including the proven ability to listen to different points of view and incorporate those, as applicable, into policy and/or practice.
- Master's degree in education, education policy or related field.
- At least five (5) years leadership experience in PK-12 education.
- Experience working with and presenting in front of a board, or other elected officials.
- Ability to pass a background check, which includes a motor vehicle records search.
- Ability and willingness to travel.

Preferred:

- Experience in leveraging accountability and choice to support schools/districts.
- Experience in Colorado schools and districts, especially rural setting.
- Strong data literacy in Colorado's education performance data used in accountability and experience translating this information to a public audience.
- Experience on state level committees or work groups.
- Understanding of the unique challenges and concerns in Colorado around accountability.
- Experience overseeing a portfolio of schools including charter, innovation, and/or online schools
- Understanding of Colorado legislative process, policy development, fiscal notes, and experience working with elected officials.