



## **CHIEF ACADEMIC OFFICER**

### **About Jackson Public School District**

Jackson Public Schools is the second largest school district in Mississippi, serving nearly 24,000 students, representing more than 80 percent of school-aged children in the state's capital. Jackson Public Schools is an innovative, urban district committed to excellence that will provide every student a quality education in partnership with parents and the community.

### **About the Chief Academic Officer Position**

Reporting directly to the Superintendent, the Chief Academic Officer (CAO) is instrumental in helping the district achieve its key goals by setting the strategic vision and direction for the instructional framework and approach to academic programming in the Jackson Public Schools (JPS). The CAO oversees the offices of Teaching and Learning, Exceptional Education and is the leader in all matters related to curriculum, instruction, pedagogy and learning.

### **The CAO is responsible for:**

- Developing and implementing a vision for the district's instructional and curriculum services and setting a vision and goals for the Chief Academic Office, aligned with the district Strategic Operating Plan, to ensure rigorous and standards-aligned instruction and instructional supports in every classroom, for every JPS student.
- Applying research and best practices to inform instruction and ensure consistent delivery of high-quality instruction aligned with key standards (i.e. classroom-to-classroom, grade-by-grade, school-by-school).
- Leading academic service areas (i.e. instructional improvement, curriculum and instruction, educator effectiveness, exceptional children services, gifted services, English as Second Language).
- Supporting informed decision-making by the Superintendent, cabinet and senior staff by monitoring and effectively interpreting the latest research, trends and development in all areas of education.
- Collaborating with Assistant Superintendents and Executive Directors in all academic areas to evaluate existing curriculum programs, using observations, walkthrough data and results of district and state testing to determine necessary midcourse corrections.
- Working collaboratively with cross-departmental teams in Data and Accountability, Exceptional Education, and Teaching and Learning to ensure support of all teachers and the effective delivery of instructional programs and services.
- Collaborating with principals, principal supervisors, and district departments to provide supports for a variety of school settings and build school support systems with the necessary resources.
- Building and leading a highly effective, innovative academic services department that is assessed on the ability to continually improve instructional practices.
- Building the capacity of district teachers and leaders to implement inclusive practices for students with special needs.



- Ensuring that initiatives for school leaders and school teams are coordinated and integrate both academic content and instructional strategies.
- Establishing a culture of high expectations and shared responsibility for equitable access to high-quality, culturally relevant instruction.
- Creating opportunities for central office staff to act in service to schools, thus ensuring alignment of district resources with school needs.
- Implementing an instructional plan for the district that ensures effective teaching in every classroom.
- Overseeing a continuous improvement process to ensure systemic shifts in instructional practice and student achievement in every classroom.
- Performing other related duties as requested or assigned.

### **Key Competencies**

The ideal candidate will demonstrate the following:

- Holds self and others accountable for helping all students reach high academic achievement of all students.
- Engages stakeholders in actualizing a clear and compelling vision.
- Consistently addresses matters of equity, race, and bias in decision-making.
- Demonstrates ability to develop and facilitate delivery of programming that drives improved academic performance for all students.
- Understands and implements promising, innovative and effective instructional practices and models.
- Demonstrates knowledge of and complies with federal and state regulations.
- Communicates effectively, altering messages to reflect understanding of audience and context.
- Works collaboratively with diverse stakeholders at all levels (i.e. district staff, students, families, funders, community partners, etc.).
- Leads development of solutions to seemingly intractable problems.
- Demonstrates critical thinking skills and the ability to analyze data, identify trends, and diagnose root causes.
- Demonstrates excellent project management skills, including balancing long-range goals with close attention to detail, and ability to manage multiple projects under tight deadlines.
- Continuously monitors progress and demonstrates persistence to overcome obstacles and achieve goals.

### **Required Training & Experience**

- Evidence of improving academic outcomes for students and eliminating disparities in achievement, opportunities and services for students;



- Ten or more years of supervisory/administrative/management experience in school administration, including knowledge of academic assessment, preferably in an urban school district;
- Knowledge of best practice in instructing diverse learners;
- Doctoral degree in Education in an area related to curriculum and instruction or academic accountability services preferred, but not required.

#### **Required Licensure/Certification**

- Possession of or eligibility for a valid state certificate endorsed in school administration (Mississippi Code 486).

#### **SALARY INFORMATION**

Classification:	Chief Academic Officer
Scale:	Administrative Salary Scale
Days Employed:	246 per school year
Range:	\$105,000.00 - \$155,000.00
Overtime:	Exempt

#### **APPLICATION INFORMATION**

Deadline:	May 31, 2019
Employment Date:	July 1, 2019

**All Applicants** should (1) complete an online application at [www.jackson.k12.ms.us](http://www.jackson.k12.ms.us) and (2) Attach a letter of interest, a résumé, a copy of current MDE license, and a copy of your official transcript to the online application.

*Jackson Public Schools does not discriminate in any aspect of employment on the basis of race, color, ancestry or national origin, religion, sex, sexual orientation, gender identity, gender expression, marital status, disability, veteran status, genetic information, or age.*