
Vacancy Announcement

May 21, 2014

The Cincinnati Public Schools invites applications for the position of **Director of Performance and Accountability**. The Director of Performance and Accountability builds a collaborative vision for optimizing the sharing and use of knowledge, data and best practices across the organization through the categorization, codification and dissemination of knowledge.

QUALIFICATIONS

- Training:** Master's Degree in quantitative/analytical discipline required. Doctorate Degree in statistics and/or research field preferred. Education and/or research-related field highly desirable.
- Experience:** Minimum of three years administrative/supervisory experience required.
- Qualifications:**
- Strong analytical and critical-thinking skills
 - Ability to multi-task and handle diverse high-pressure environments
 - Excellent interpersonal and communication skills (written and oral)
 - Minimum of three years of experience managing others
 - Highly proficient with Microsoft Excel; Experience with data analysis software (e.g. SPSS or Stata) is preferred
 - Strong decision-making ability, budget experience, proven performance and resource management skills
 - Ability to effectively lead, organize and direct the work of others
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DUTIES AND RESPONSIBILITIES

The successful candidate will support students, staff and the community by demonstrating the knowledge, training, skills and ability necessary to:

- Collaborate to develop reports and analysis to inform teaching and learning. The goal is to prepare teachers and administrators to effectively use data to make decisions in schools and classrooms
 - Create and disseminate student achievement reports
 - Manage stakeholder feedback survey process and analysis
 - Train principals and other stakeholders on how to analyze data, use data to identify gaps and challenges, and how to effectively present data reports to their staff.
- Build and execute the District's research and program evaluation plan to include design, training, consultation and reporting
- Create a District Balanced Scorecard to aid District management in continuous improvement
- Develop the annual assessment calendar for the District including benchmark, formative and summative assessments

- Lead standing work group to improve data accuracy and data base naming conventions by developing and implementing standardized processes around data entry and reporting of student information
- Supervise districtwide educational management information system activities (e.g. EMIS)
- Manage compliance reporting needs by gathering data from schools and reporting to various state and federal agencies
- Oversee District and school accountability processes including development of short- and long-term performance metrics, development and delivery of reports on school and system performance, and working with staff at all levels to understand and use performance data
- Serve as subject matter expert with deep expertise on the Ohio state accountability system and represent the District in external accountability discussions
- Oversee external research requests and processes; solicit external research partnerships
- Design and administer surveys and studies to identify community, fiscal, staff and other factors that can account for variations in quality within the District, and suggests ways that these may be used to improve levels of student achievement

EMPLOYMENT PROVISIONS

Type of Contract:	261 day limited
Salary:	\$111,751.59 - \$126,038.68

APPLICATION PROCEDURE

All applicants should submit a resume, and application online at www.cps-k12.org, click on employment, then Apply Online.

Note: A lead teacher in a position may not be appointed to an administrative position while serving as a lead teacher. A lead teacher may apply for an administrative position if the lead teacher resigns the lead teacher position prior to submitting an application, however, selection is not guaranteed. A consulting teacher may not be appointed to an administrative position while serving as a consulting teacher and for one full school year after serving as a consulting teacher.

EQUAL OPPORTUNITY EMPLOYER