

Chief of Student Support

Posted Date 3 days ago(5/2/2025 5:20 PM)

Location Name: Central Office

Salary Min: USD \$122,889.84/Yr.

Salary Max: USD \$176,705.12/Yr.

Category: Central Office

of Openings: 1

Close Date: 5/16/2025

Subject: Not Applicable - Non-Instructional Position

Purpose and Scope

SUMMARY DESCRIPTION

The Chief of Student Support has overall responsibility for promoting student achievement and closing gaps within the district. The Chief of Student Support will oversee the functions of Attendance and Discipline, Family and Community Engagement, Coordinated School Health, Special Population and Student Experience, Athletics and JROTC. As a key member of the senior leadership team, the Chief of Student Support will ensure equitable opportunities are available to all students by aligning and/or implementing innovative practices that align with district goals and strategic priorities.

Essential Job Functions

This position description is not intended to be an exhaustive list of all duties, knowledge or abilities associated with this classification, but is intended to accurately reflect the primary job elements.

1. Drive multi-year planning and strategy for Student Services: Align the Student Services function with the district's overall strategic plan. Set measurable goals for Student Services that tie to student achievement. Ensure district support services offered align with student, school, and family needs by conducting regular needs assessments and tailoring programs to the results as appropriate. Regularly evaluate service levels to determine if they are appropriate.

2. Develop a consistent district-wide discipline and attendance strategy: Support schools in implementation: Develop a high-level district- wide approach to discipline, including suspensions and expulsions, that is equitable to and affords due process to students while maintaining the district's goal of providing a world- class education to every student. Develop strategies to drive consistent attendance. Support schools on discipline and attendance issues as needed. Oversee data analysis on student discipline and attendance, and report on trends and projections. Monitor effectiveness of and recommend changes to district-wide policies and procedures related to discipline and attendance. Oversee tracking and reporting of average daily attendance.

3. Support the overall vision and leadership of the district: Oversee the functions of athletics, coordinated school health, attendance & discipline, JROTC, family and community engagement, special populations & student experience effectively. Responsible for the overall budget for assigned departments to set and enforce financial metrics and targets. Establish standards for hiring & selection, training, performance evaluations and ongoing professional development for the department within the overall philosophy of the district.

4. Responsible for managing extracurricular activity offerings: Develop a portfolio of extracurricular activities schools may offer, including athletics and JROTC and support schools in the implementation of these activities as necessary. Research, evaluate, and pilot potential innovative future activity offerings. Capture effective practices from schools performing well and develop forums to share those practices across the district.

5. Support the overall vision and leadership of the district and the department: Serve as a key contributor on the Superintendent's cabinet to set the overall vision and provide leadership to the district. Manage the overall budget for the department(s) and set and enforce financial metrics and targets.

6. Develop support services for special populations: Oversee and monitor support services for special populations, including racial and ethnic minorities, students with Individualized Education Plans (IEPs) and English Language Learners (ELLs), to ensure compliance with district, state and federal requirements.

7. Perform other related responsibilities as required or directed.

Minimum Qualifications

Master's degree in education, Educational Leadership, or other related field plus an additional 10 years related experience for a total education/experience of 16 years.

Ten (10) years of experience in a top leadership position managing talent or human resources related activities.

Degree Equivalency Formula:

Bachelor's Degree= 4 years plus required years of experience,

Master's Degree= 2 years plus required years of experience. Where Master's degrees are required, years for Bachelor's degrees must be included.

Additional Job Details

Interested persons should apply for this position through the MSCS Careers website.

Salary Range: Minimum \$122,889.84 to Maximum \$176,705.12