



## Deputy Superintendent, Educational Services & School Operations (0120) Office of the Superintendent

**Job Class:** Deputy Superintendent (0120)

**Salary Range:** \$320,000/annually

**Appointment Type:** Contract

**Calendar:** Full Time / Full Year

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### Who We Are

The San Francisco Unified School District (SFUSD) is the seventh largest school district in California, serving more than 50,000 students who speak more than 44 documented languages across 130 schools in the city of San Francisco every year. We aim for every student who attends SFUSD schools to discover his or her spark, along with a strong sense of self and purpose, and that all students graduate from high school ready for college and career, and equipped with the skills, capacities and dispositions outlined in [SFUSD's Graduate Profile](#). Every day in our quest to achieve this mission we provide each and every student the quality instruction and equitable support required to thrive in the 21<sup>st</sup> century.

### What It Means to Work Here

The SFUSD community is unified by our [Core Values](#):

- Student-centered: We put students' needs first
- Fearless: We persist through challenges
- United: We celebrate and build on each other's strengths
- Social Justice: We stand with those most vulnerable in our community
- Diversity-driven: We respect and seek to understand each person

We are also inspired by [Vision, Values and Guardrails](#) which captures our aspirations and vision for the future of public education in San Francisco. Alongside the District's strategic plan, SFUSD is reimagining how public education will change over the next decade to meet the dynamic future of San Francisco. As a [CORE district](#), SFUSD is also a leader in critical systems change for more comprehensive school accountability and innovations that help strengthen the instructional core, which is the foundation of our strategic plan and Vision 2025.

### Who We Want

We want talented people from diverse backgrounds and experiences, who are inspired by our mission, steeped in equity, and who are motivated to unleash our children's potential. We want people who are strong collaborators, skilled communicators, and problem solvers who are comfortable in a community of continuous learning.

The Deputy Superintendent of Educational Services & School Operations is a high-level executive leader who reports directly to the Superintendent. This role is responsible for providing strategic leadership, oversight, and accountability for all aspects of curriculum, instruction, school operations, special education, student and family services, and college and career readiness. The Deputy Superintendent will ensure that academic programs and support systems across PK–12 schools are aligned with the district's Vision, Values, Goals, and Guardrails and that student outcomes remain the core focus.

This position oversees staff in the following divisions and departments: Leadership, Equity, Achievement, and Design (LEAD) PK–12; Curriculum & Instruction, Assessment & Accountability; High School and Career and College Readiness; Student and Family Services including Comprehensive Coordinated Early Intervening Services (CCEIS) Plan; Special Education; Local, State and Federal Programs; Professional Learning and Coaching. The role also includes direct supervision of multiple Assistant Superintendents and Executive Directors across the PK–12 continuum.

The Deputy Superintendent of Educational Services & School Operations will create and implement the programs, policies, systems,



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and structures to help achieve SFUSD's [student outcome goals](#) and be held accountable for demonstrating progress.

As with other senior district leaders, the Deputy Superintendent is expected to work in-person from the district headquarters in San Francisco's Civic Center or one of its school sites every day.

### Essential Duties

- Plan, organize, and direct district-wide efforts for improving student achievement and evaluate the effectiveness of implemented efforts in collaboration with the superintendent for assigned areas
- Direct the implementation of and monitor support of educational programs, curriculum, staff development and evaluations, student assessments, community relations, and other applicable district-wide responsibilities
- Oversee the divisions and departments that directly impact academic achievement and provide student and school support
- Articulate and execute a compelling vision and theory of action for the building of instructional capacity in SFUSD focused on our historically underserved students
- Build coherence across the District's instructional leaders, teams, policies, and programs. Recognizes and skillfully interrupt inequity and/or racism in policies and practices across the system
- Champion a "one-team" culture across the District, promoting connections across divisions and between the central office and schools
- Create and implement the policies, programs, structures, and systems to help the District achieve its board-approved five-year student outcome goals
- Relentlessly evaluate the effectiveness of policies and programs to improve student outcomes, using data to make adjustments and drive decision-making
- Model accountability and champion it across every level of the District, monitoring individual, school-site, departmental, and organizational performance through continuous improvement
- Partner across the District to lead the District-wide alignment of curriculum and program development, exercising influence and positional authority to create coherence and focus
- Serve as a highly-visible champion of initiatives that aim to improve student and school-level performance, building relationships across school sites and central offices that help effect change
- Exemplify and model the District's core values, serving as an effective ambassador of the District to stakeholders, including parent and community groups, the Board of Education, and the public
- Supervise, evaluate, and guide staff across divisions, building the leadership capacity of direct reports and holding staff accountable towards meeting short and long-term goals
- Develop and prepare the annual budget for assigned areas of responsibility including analyzing and reviewing budgetary and financial data to monitor and authorize expenditures in accordance with established guidelines
- Provide guidance and direction to their teams on effective and efficient budgetary decision making while ensuring coherent and streamlined structures and services towards the achievement of the district's goals and guardrails
- Supervise and evaluate the performance of assigned personnel and assists with disciplinary actions and meetings as necessary and make recommendations for transfers, reassignments, and terminations
- Be accountable for monitoring state and federal special education legislation and ensuring compliance
- Direct and provide internal and external advocacy in-service levels for special education

#### ***The ideal candidate will have:***

- Knowledge of San Francisco and/or Bay Area's public schools/urban public schools and a passionate belief in SFUSD's commitment to instructional leadership
- Experience in urban schools and issues facing urban schools, including a personal vision of how to create high-functioning schools in a diverse, urban PK to 12 environment.



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- 3-5 years of experience in a senior leadership position in an urban school district with proven evidence of improving students outcomes through strategic planning at the system level.
- Expertise in matters of curriculum, instruction, and assessment, including a proven record of effectively planning, organizing and using resources and systems to create organizational change in these areas
- Expertise in school supervision and school program design.
- Success with developing instructional leaders and leading effective teams
- Excellent written and verbal communication skills, including the ability to convey complex information to a variety of audiences
- An ability to articulate a deep understanding of how to integrate technology to support teaching and learning effectively; the importance and role of arts education and a college and career going culture; and how to champion strategies for resolving issues of access and equity
- A strong analytic, performance management, accountability, and systems-thinking orientation necessary to inform strategy development and execution
- Well-developed and demonstrated cultural humility and understanding of systems of oppression, equity, and inclusion, especially around issues of race

### Minimum Qualifications

- Possession of a valid permanent California Administrative Services Credential
- Master's degree (in educational or organizational leadership), Doctorate preferred
- Minimum of five (5) years of site-level administration experience
- Minimum of three (3) years of recent, successful, and progressively responsible experience in Senior Leadership (Associate Superintendent, Chief Academic Officer and or Deputy Superintendent) overseeing curriculum, instruction, or other educational services, particularly direct administration and senior leadership in county office(s) of education or medium- or large-sized school district(s)

### What We Offer

SFUSD offers a competitive salary of \$320,000 annually commensurate with experience in a similar position. We offer a comprehensive benefits plan including dental and vision plans, a defined benefit pension plan, disability, life insurance, flexible spending account options and vacation time. We also offer an inclusive and equity-centered environment where we encourage staff to bring their whole selves to work.

### How to Apply

- Visit [www.careers.sfusd.edu](http://www.careers.sfusd.edu) and create a new account to begin your application.
- You will be prompted to electronically attach a letter of interest, resume, list of professional references and any applicable credentials or licenses
- Our Human Resources team will then review your entire application to determine your eligibility status and contact you directly should you move forward in the process

### The Application Process

SFUSD is committed to providing a transparent, fair, rigorous, and expedient selection process. Below are the steps you can expect:

- Application screening
- Phone screen
- In-person or Zoom panel interview 1
- Possible performance task
- In-person or Zoom panel interview 2



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- Offer extended
- Contract negotiation, including compensation and start date

Candidates will be notified whether they will advance to the next step within 72 hours of completing their last step.

## Verification

*Applicants may be required to submit verification of qualifying education and experience at any point during the recruitment and selection process. If education verification is required, information on how to verify education requirements, including verifying foreign education credits or degree equivalency, can be found at <http://sfdhr.org/how-verify-education-requirements>.*

**Note:** *Falsifying one's education, training, or work experience or attempted deception on the application may result in disqualification from this and future job opportunities with the San Francisco Unified School District.*

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## Non-Discrimination Policy

*San Francisco Unified School District programs, activities, and practices shall be free from unlawful discrimination, harassment, intimidation, and bullying based on actual or perceived race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics. This policy extends to San Francisco County Office of Education, including community school programs and activities.*

*For more information about the District's non-discrimination policy, please review [Board Policy 4030](#).*