

Application link:

<https://www.applitrack.com/ccsdschools/onlineapp/default.aspx?Category=Certified+Administrator>

Application Deadline: March 19, 2019

#### Job Purpose

The Chief Academic Officer (CAO) is responsible for advising the implementation of innovative districtwide initiatives and programs that directly focus on accelerating the pace of closing the achievement gap, elevating achievement of all students, and increasing the graduation rate in the Charleston County School District. The CAO will supervise the Executive Directors of the Learning Communities to include oversight of principal management. This position provides support and leadership to the offices of Curriculum, Early Learning, Instructional Delivery, Support and Alternative Services, Innovation and Digital Learning, Quality Assurance and Accountability, and Professional Development.

#### Experience & Training

- Advanced degree in education with an emphasis on curriculum, instruction, and school leadership
- 8 years of progressive administrative experience as a Principal or Central Based Staff Administrator
- Demonstrated success leading strategic educational initiatives

#### Licensing/Certification

SC State Board of Education Superintendent Certification or Eligible for SC State Board of Education Superintendent Certification

#### Preferred Qualifications

- Doctorate degree strongly preferred
- Prior experience as a principal in low and high poverty settings
- Prior experience supervising principals
- Knowledge of school reform and student support strategies

#### Primary Position Responsibilities

- Executes the academic initiatives as identified in the District's strategic plan through the use of measurable goals and strategies
- Oversees and coordinates the implementation of the core curriculum, MAP Testing, and core teams

- Implements research-based initiatives to improve student achievement as measured by South Carolina's State Tests, including SC Ready, SCPASS, End-of-Course examinations, ACT, and ACT WIN testing
- Designs, implements, and monitors strategic plans for school improvement
- Ensures the utilization of data to develop and monitor educational goals and initiatives that promote improved academic achievement for all students
- Develops a comprehensive program of early intervention with the lowest performing students to improve their performance
- Establishes communication links among and leads meetings with the Executive Directors of the Learning Communities, principals, teachers and support staff
- Oversees the development of the annual budget to support school-based programs
- Realigns federally funded programs and personnel to improve the performance of underachieving schools
- Leads and supervises the administrative duties and evaluates the performance of the leadership for the following offices: Curriculum, Early Learning, Instructional Delivery, Support and Alternative Services, Innovation and Digital Learning, Quality Assurance and Accountability and Professional Development
- Counsels and advises the Superintendent and Senior Leadership Team on research-supported strategies that focus on innovative districtwide initiatives and programs
- Establishes and maintains relationships and represents the district with colleges, community organizations, and other school districts to support the Charleston County School District Strategic Plan
- Coordinates funding support for academic districtwide initiatives and programs with Chief Financial Officer
- Possesses strong content knowledge and experience in literacy K-12
- Collaborates with Senior Leadership to ensure support for execution of academic initiatives

#### Secondary Position Responsibilities

- Represents the Superintendent and District in professional and community settings
- Leads and/or attends committee and sub-committee meetings as assigned by the Superintendent
- Participates in professional networks
- Keeps abreast of "best practices" and national research
- Performs additional duties as assigned by the Superintendent