



**POSITION NAME: Deputy Superintendent of Leading and Learning**

JOB CODE:			
PAYGRADE	DUTY DAYS	FLSA EXEMPTION	DEPARTMENT
Executive Leadership 14	226	Exempt	

**REPORTS TO: Superintendent of Schools**

**MAJOR RESPONSIBILITIES:**

1. Direct oversight of the Chief of School Leadership, Chief of Teaching and Learning, and Chief of Strategic Initiatives for Dallas ISD.
2. Supervise and direct through the Chiefs implementation of the District's instructional and curricular programs, assessments, and pedagogical approaches in all campuses; the development of professional learning communities with principals focused on leadership practices and the use of leadership tools that improve teaching and learning; and the development of campus plans designed to improve student achievement for all student groups. Develop programs and establish performance standards that measure accountability, effective uses of resources and align with the district's goals and objectives.
3. Supervise and direct through the Chiefs the development, implementation and coordination of policies and programs covering special programs, career institutes, professional and digital learning, visual and performing arts, multi-language enrichment, early childhood, physical education, reading/language arts, mathematics, science, career and technology education, social studies programs, library and media services, special education, and instructional web-site facilitation, which will provide a balanced program throughout the District.
4. Supervise and direct through the Chiefs the implementation of the District's office of Transformation and Innovation Programs, School Choice Programs, Centralized Enrollment, P-Techs, Early College, and Strategic Partnerships.
5. Evaluate current strategies and operations to make sure they align with district objectives. Work with the Superintendent of Schools to develop and implement district-wide short- and long-term strategic initiatives.
6. Direct the development of programs and methods for establishment of standards of performance and the evaluation of performance against these standards for the purpose of aiding operating divisions in the attainment of their own and district objectives.
7. Act as liaison with state and local agencies on a variety of facilities-related issues and direct the preparation of data for a variety of federal, state and district reports.
8. Maintain positive public relations with staff, parents, community members, businesses and all stakeholders to provide information regarding District operations, programs and goals as well as developing systems of feedback and input from these groups to guide District processes and decisions.
9. Provide leadership in the overall operations of all instructional services including the identification of and the the addressing of school, staff, parents' and students' needs as they relate to the development, implementation and assessment of curriculum, instruction and professional development activities.
10. Serve as a member of the Superintendent's cabinet team whose purpose is to lead the plan and reinforce the direction of the District.
11. Direct the ongoing operations of the Curriculum & Instruction Division to ensure long term programs, in order to meet the needs of the schools and the community.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive description of all work requirements and responsibilities, and management reserves the right to revise the job description or require that other responsibilities be performed when the job changes. Additionally, the minimum level of education notated as a requirement could be supplemented by commensurate experience and/or certification(s) or license(s) as determined by the HCM Director.



12. Perform all other duties as assigned by the Superintendent of Schools.

**SUPERVISORY RESPONSIBILITIES:** Assigned Staff

**QUALIFICATION REQUIREMENTS:**

Master's Degree required from an accredited college or university;  
Superintendent Certification in the State of Texas or ability to obtain certification upon hire  
Fifteen years' experience in leadership roles (in public education preferred)  
Demonstrated outstanding leadership and management abilities through management of major segments of an educational institution.  
Knowledge of school and district organization, operations, policies, goals and objectives  
Ability to strategize and solve large scale organizational problems.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel objects, tools, or controls; and talk or hear. The employee frequently is required to reach with hands and arms. The employee is occasionally required to stand and walk. The employee must routinely lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, and color vision.

**WORK ENVIRONMENT:**

The noise level in the work environment is usually moderate. Travel throughout the district is integral to this job.

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