School District of Philadelphia

Title: Chief Schools Officer

Department: Schools

Reports To: Superintendent

For forward-thinking administrators and educators, opportunities abound in The School District of Philadelphia. The School District of Philadelphia (SDP) is committed to transforming the education opportunities it offers the city’s 200,000 school-aged children. The District seeks proven instructional leaders with outstanding interpersonal skills who have a passion for working with children, families and community partners and who are committed to ensuring all students achieve. Serving a population as diverse as ours requires creativity, commitment and vision. Will you join us?

Job Summary
Reporting directly to the Superintendent, the Chief Schools Officer (CSO) is the member of The School District of Philadelphia’s executive leadership team who leads the vision to ensure the long-term success of the District’s traditional neighborhood schools and neighborhood schools participating in the District’s School Redesign Initiative. Within the District’s new school network model, which includes nine Neighborhood Networks, an Innovation Network, a Turnaround Network (turnaround schools), and an Opportunity Network (alternative education settings), the CSO supports and guides school-level initiatives specifically through the Neighborhood Networks.

The CSO is responsible for developing and implementing the strategic plan for the Neighborhood Networks with the key focus of transforming the educational outcomes of students across the neighborhood schools. Additionally, one of the CSO’s primary goals is to ensure that every child whom we serve in the Neighborhood Networks has access to and remains in a high-performing school. The CSO manages resources, directs programs and facilitates flexibilities for each Neighborhood Network based on their differentiated needs. Additionally, the CSO manages and develops the leaders of the Neighborhood Networks: Assistant Superintendents. The CSO must support, guide and supervise the nine Assistant Superintendents to ensure that their principals are growing and developing as instructional leaders across neighborhood District schools. The ability to review and analyze systems-level data to guide continuous improvement of schools is an important function of this job.

Essential Functions
• Serve as a key member of The School District of Philadelphia’s executive leadership team, acting as a thought leader and spokesperson on behalf of the District’s neighborhood schools.
• Creates collaborative and open communication channels between the central office, the Neighborhood Network Assistant Superintendents and Principals, driving alignment of strategic vision, a shared understanding of challenges at the school and school network levels, and identification of opportunities for improved student achievement.
• Participates in ongoing senior leadership meetings, representing the voice of neighborhood Assistant Superintendents, Principals and schools in SDP decision-making.
• Directly manages, supervises and evaluates 9 Assistant Superintendents, ensuring that these Assistant Superintendents effectively manage, coach and mentor school leaders in ways that drive significant student achievement gains.
• Helps the Neighborhood Network Assistant Superintendents in monitoring and evaluating the effectiveness of their leadership, ensuring strategies are principal-focused and aligned with the district’s strategy to grow principals’ skills.
• Contributes to the implementation of effective frameworks and methods for evaluating Principals
• Creates and implements, in partnership with the Office of Talent, the strategic professional development plan for the District’s neighborhood principals and Assistant Superintendents.
• Supports the Neighborhood Network Assistant Superintendents to ensure school leaders carry out high-quality implementation of each school’s educational design, including school culture, standards, assessments, and instructional guidelines.
• Supports the Neighborhood Network Assistant Superintendents in creating coherence in positive school culture and routines across school sites and school networks.
• Facilitates and promotes opportunities for collaboration among neighborhood Assistant Superintendents and school networks.
• Assists the Neighborhood Network Assistant Superintendents in developing annual strategic goals as well as plans to meet those goals, and works with the SDP executive team to evaluate outcomes.
• Provides leadership in the areas of school improvement planning, principal professional development and evaluation.
• Partners with the Chief Talent Officer to provide support to the Neighborhood Network Assistant Superintendents in recruiting, identifying, and promoting excellent Principals.

**Minimum Requirements**
• Master’s degree in education, administration, business or a related field from an accredited college or university.
• Ten years of full-time, paid, professional, significant managerial experience, with a track record of effective school leadership preferred with proven success managing and coaching large teams of professionals to ambitious goals.

**Knowledge, Skills and Abilities**
• Demonstrated knowledge of:
  ○ Urban education and driving improvement in student achievement.
  ○ Using quantitative and qualitative information in an instructional setting to drive decision-making and evaluation.
  ○ Using systems level information to review, create and monitor school improvement programs and strategies
  ○ Strong strategic planning, executive leadership and organizational skills.

• Demonstrated ability to:
  ○ Coach and manage others to drive student achievement gains.
  ○ Work collaboratively to build consensus while also delivering exceptional results.
  ○ Inspire, manage and collaborate with a wide variety of stakeholders at all levels.
  ○ Collaborate and build relationships with internal and external stakeholders.
  ○ Be flexible, resilient and adaptable to changing priorities.
  ○ Commit to high performance standards and maintain an unwavering belief that all students can excel.
  ○ Communicate effectively, both orally and in writing.
Certificates/Licenses
Valid Superintendent’s Letter of Eligibility issued by the Commonwealth of Pennsylvania

Disclaimer
The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

Questions
For any questions, contact employment@philasd.org.

Click the link below to apply for this position

Chief Schools Officer:
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