

POSITION ANNOUNCEMENT

03/06/2023



Executive Search for:

Director of Oregon Department of Education

POSITION ANNOUNCEMENT

INTRODUCTION



The Oregon Department of Education is seeking an innovative Director to provide overall leadership for the department and to serve as a policy advisor to and spokesperson for the Governor in all matters relating to education in Oregon.

ABOUT THE STATE OF OREGON



Oregon's state government is composed of three government branches: Executive, Legislative, and Judicial, as well as a system of commissions wherein citizens are appointed by the Governor and confirmed by the Senate. Made up of seven diverse regions, Oregon has the ocean, mountains, valleys, high desert, cities, small towns, and almost everything in between.

With over 40,000 employees working all over the state, in small communities and large, the State of Oregon is proving that government can be innovative. Working as a team, the state challenges itself to be better, faster, and more efficient with taxpayer dollars.

The state government is responsible for caring for the everyday needs of a diverse population and thriving business community and simply must have the best and brightest workforce. If you take responsibility for your actions, are passionate about helping others succeed, and have a reputation for excellence and honesty, why not make Oregon state government your next career move?

OREGON STATE MOTTO

"She flies with her own wings"

ABOUT THE DEPARTMENT



The Oregon Department of Education (ODE) oversees the education of over 560,000 students in Oregon's public K-12 education system. ODE encompasses early learning, public preschool programs, the state School for the Deaf, regional programs for children with disabilities, and education programs in Oregon youth corrections facilities. While ODE isn't in the classroom directly providing services, the agency (along with the State Board) - focuses on helping districts achieve both local and statewide goals and priorities through strategies such as:

- Developing policies and standards
- Providing accurate and timely data to inform instruction
- Training teachers on how to use data effectively
- Effectively administering numerous state and federal grants
- Sharing and helping districts implement best practices

OREGON SCHOOLS

Oregon has more than 1,200 public K-12 schools organized into 197 School Districts and 19 Education Service Districts. Over 100 of these schools are public charter schools. These schools and districts employ over 63,000 teachers, administrators, and other school and district staff.

ABOUT THE DEPARTMENT



MISSION

The Oregon Department of Education fosters equity and excellence for every learner through collaboration with educators, partners, and communities.

VALUE STATEMENT

The Oregon Department of Education is guided by the following values:

- Integrity
- Accountability
- Excellence
- Equity

PRIORITIES

- Graduating our students college and career ready
- Closing the Achievement Gap
- Teacher and administrator effectiveness
- Increasing performance for all schools and districts
- A strong, seamless education system from early childhood through higher education

POSITION DESCRIPTION



LOCATION

In-office at
headquarters in
Salem, Oregon

As a governor-appointed position, the deputy superintendent of public instruction serves a crucial role as the **director of the Oregon Department of Education**.

While the governor is the head of the Oregon Department of Education as superintendent of public instruction, the deputy superintendent is the chief administrative officer for all public school matters.

Subject to Senate confirmation, the deputy superintendent is also the chief executive officer for the State Board of Education and is responsible for interpreting and administering Board policies and rules.

PRIMARY RESPONSIBILITIES



LEADERSHIP

- Provides vision and leadership for Oregon K-12 public education system
- Implements the Governor's education policy objectives
- Aligns the agency mission and direction to the Governor's policy objectives, the State Board of Education directions and requirements of state and federal statute
- Provides education policy advice to the Governor, State Board of Education, and Legislative
- Oversees and directs the activities of the agency, and establishes short and long-term strategic goals, budgets, and staffing decisions using an equity, diversity, and inclusion lens and anti-racist stance in support of the agency
- Directs the administration of the Department through subordinate managers
- Serves as appointing authority for the agency (e.g., hiring, dismissal, discipline, promotion, and other employee actions)

PRIMARY RESPONSIBILITIES



LEADERSHIP (CONTINUED)

- Act as the administrative officer of the State Board of Education, and assists all school district boards and education service district boards in answering questions concerning the proper administration of the school laws, rules of the State Board of Education, and ministerial duties of school officers and teachers
- Develops and maintains relationships with the Legislative, State Board of Education, local school leaders, education advocacy groups, community-based organizations, tribal governments, and other state agency executive leaders
- Participants in Government-to-Government process with Oregon's nine federally recognized tribes
- Establishes communication methods, maintain appropriate channels of communication, and ensures that agency staff, Legislature, State Board of Education, local school leaders, education advocacy groups, community-based organizations, and tribal governments are informed about relevant federal and state laws, Governor's education policy objectives and strategic direction of the Department

ADMINISTRATION OF STATE AND FEDERAL LAWS

- Ensures the Department meets federal requirements placed on a State Education Agency (SEA) including the administration and implementation of federal education requirements related to accountability and school improvement, school nutrition, special education, civil rights, student records, etc.
- Ensures the Department meets state requirements including the administration of the Student Success Act, High School Success Act, state standards, Student Success Plans, student protection laws, complaints, and appeals processes, etc.

PRIMARY RESPONSIBILITIES

ADMINISTRATION OF STATE AND FEDERAL LAWS (CONTINUED)

- Monitors state and federal legislation, forecasting impact on agency programs and operations
- Serve on boards and councils as required by statute or as directed by the Governor including but not limited to Early Learning Council and Educator Advancement Council
- Ensures that staffing support is provided to Fair Dismissal Appeals Board, Quality Education Commission, and other boards as directed by statute
- Ensure collection and maintenance of school and student data in adherence to state and federal laws, and report on data to state and federal policymakers and members of the public
- Ensures administration within the Department of policies established by the Oregon Department of Administrative Services

MANAGEMENT OF FINANCIAL RESOURCES

- Per state and federal laws oversees the administration of the Department's budget
- Contributes to developing the Governor's biennial budget request for the K-12 public school system, including the operations budget for the Department
- Oversees the administration of the State Schools Fund which is the primary funding source for the public education system, and ensures that school district and education services receive timely, regular payment distributions from the State School Fund by state law

PRIMARY RESPONSIBILITIES



MANAGEMENT OF FINANCIAL RESOURCES (CONTINUED)

- Maintains the administration of federal funds received by the Department, monitors federal legislation, forecasting impacts on agency programs and operations, and develops integral fiscal practices, including the monitoring of agency budgets
- Perform other functions as may be necessary to the performance of the duties of the Deputy Superintendent or as delegated by the Governor

EDUCATION, EXPERIENCE & TRAINING

- Master's Degree or higher in education, administration, leadership, or a closely related field
- 3 years of experience as an executive leader of a public school district
- 5 years of experience in the administration of an elementary school or a secondary school

THE FINE PRINT



ADDITIONAL INFORMATION

- The information in your application will be used to complete a pay equity assessment to determine salary placement upon hire. Please see the link here to our [Pay Equity Project](#). If you have additional questions, please contact the HR Talent Acquisition Consultant.
- Finalists will be subject to a computerized criminal history check. Adverse background data may be grounds for immediate disqualification.
- Agency does not offer visa sponsorship. Within three days of hire, applicants will be required to complete I-9 documentation and confirm authorization to work in the United States. If your employment authorization and documentation are contingent on sponsorship now or in the future, you will not meet Agency employment eligibility standards.
- Eligible veterans who meet the qualifications will be given veterans' preference. For more information, please visit [Veterans Resources](#).

THE FINE PRINT



TIME FRAME

The Oregon Department of Education is seeking to have a Director in place by April or May 2023.

COMPENSATION

\$163,356-\$253,308

POSITION ANNOUNCEMENT

NEXT STEPS



If you would like to apply to be the next Director of the Oregon Department of Education, please go to:
<https://motusrecruiting.co/OregonEducation>

**THANK YOU, AND WE
LOOK FORWARD TO
WORKING WITH YOU.**