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Executive Director of Teacher and Leader Effectiveness (133)
Office of Student Support, Hodge Building, Oklahoma City

(Applications will be accepted for this unclassified vacancy until position has been filled)

GENERAL DESCRIPTION

Under direction, provide leadership to improve effectiveness of Oklahoma teachers and leaders through performance evaluation systems and professional growth opportunities.

MINIMUM QUALIFICATIONS

- Graduation from an accredited college or university with a master's degree in education administration, curriculum, or other related field *[transcript(s) required]*;
- Possession of a valid administration certificate or teaching certificate; and
- Experience in supervising and evaluating teachers and/or administrators, or Teach for America (TFA) experience *[preferred]*.

Note: A master's degree in business administration or related field *[transcript(s) required]* and experience in supervision and evaluation of non-education employees along with at least two years of education experience may be substituted for the above minimum qualifications.

KNOWLEDGE/SKILLS/ABILITIES

- Considerable knowledge of Oklahoma's Teacher and Leader Effectiveness Evaluation System legislation.
- Considerable knowledge of Oklahoma's student assessment system.
- Ability to establish and maintain effective working relationships with other employees, school officials and the general public; to express clearly and concisely the philosophies, practices, and policies of the Oklahoma State Department of Education, as well as ideas, strategies, and programs relating to teacher and leader effectiveness; to judge a situation and adopt an effective course of action; to conduct needs-based in-service in teacher and principal evaluation.
- Knowledge of technology and ability to use it to maximize efficiency and services.
- Applicants must be willing and able to perform necessary job-related travel.
- Conscientious commitment and willingness to provide courteous, consistent, efficient service through the performance of the prescribed job duties.

EXAMPLES OF WORK PERFORMED

- Implement the Teacher and Leader Effectiveness Evaluation System, and provide ongoing technical assistance to schools.
- Provide technical assistance and support to the Teacher and Leader Effectiveness Commission.
- Provide leadership for improved teacher and leader evaluation and professional growth programs through sharing of best practices and use of student data systems.
- Direct the development of long-range plans, goals, and objectives related to teacher and leader effectiveness.
- Stay abreast of new trends, diagnostic and evaluation techniques, accountability requirements, and technology.
- Organize, supervise, and encourage state, regional, and district improvement in teacher and principal evaluation programs.
- Work with existing groups, such as teacher and administrator professional associations, colleges of education, and evaluation system providers, to identify problems and help develop initiatives to address these problems.
- Develop and implement a state wide program in professional development focused on assuring that all participants achieve increased capacity to evaluate teachers and principals and support the professional growth of teachers and principals.
- Communicate with professionals and policymakers in the state concerning state policies, legislation, and current programs.
- Coordinate pilot programs for teacher and leader development.
- Supervise staff as assigned.

COMPENSATION

Minimum Salary: \$60,000 Retirement Contribution - 7% of annual salary Insurance (health, life, dental, disability) - \$7,691
Additional benefits include 10 paid holidays, 15 days sick leave and 15 days annual leave per year; longevity pay; dependent health, life & dental coverage available for purchase; \$25 tax-deferred compensation match available.

Code: 4502

Posted: May 22, 2013

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