

Vacancy Notice  
 Washington County Board of Education  
 Director of School Improvement, Assessment & Accountability

<b>Job title</b>	<i>Director of School Improvement, Assessment &amp; Accountability</i>	
<b>Reports to</b>	<i>Superintendent</i>	
<b>FLSA Status</b>	<i>Exempt</i>	
<b>Classification:</b> Certificated	<b>Term of Employment:</b> 12-month	

**General Overview**

This is a senior level position responsible for designing and leading the system’s continuous School Improvement process. Key components involve the development, management, and control of school improvement initiatives through the analysis and leveraging of student performance data to drive a continuous improvement in student learning and achievement. The position works closely with the Superintendent to liaise with system and school leadership to develop and implement feedback models and to drive assessment and accountability to accomplish the achievement of demonstrated best practices in instructional techniques at all grade levels. The individual in this position will develop and assess key performance indicators for instructional deliverables and calibrate the actions of teams to maximize teacher success and accountability. In addition, the individual will participate in the development of a districtwide instructional framework and will continually and closely collaborate with system and school level leaders to design and support initiatives to drive improved student performance. The person in this position will develop structured instructional models that utilize feedback loops to ensure aligned and consistent instructional practices across the district. The individual will be responsible for the administration and control of all state tests and assessments related to student performance and will analyze results to incorporate into instructional feedback models. This role will require working closely with school administrators to maintain a positive school climate and will also provide leadership to classroom teams to ensure continuous feedback systems are utilized to maximize performance in all instructional areas. The position requires significant collaboration with colleagues throughout the school system. A working knowledge of GaDoe standards and curriculum at all grade levels is required. Effective communication skills are a must. Serves as a member of the Districtwide Leadership Team.

**Duties and responsibilities**

- Participates in the design and implementation of a districtwide instructional framework to drive innovative and measurable classroom practices that support student performance.
- Develops, designs, and implements data analysis models to rigorously assess student performance; provides disciplined and regular feedback to school leadership.
- Performs analysis on collected data to drive the design and implementation of improved classroom practices.
- Uses data and feedback loops to design and refine rigorous instructional protocols at all grade levels to drive student performance.
- Collaborates with school leadership to successfully implement aligned best practices throughout the district.
- Conducts scheduled data centered meetings with stakeholders at all levels to provide feedback that specifically demonstrates progress and next steps on implemented initiatives.
- Provides leadership, direction, and guidance regarding the planning, development, implementation, and monitoring of state and federal programs in support of school improvement efforts.

- Leads all processes that support school improvement, including but not limited to the Comprehensive Needs Assessment, Consolidated LEA Improvement Plan (CLIP), District Improvement Plan, Strategic Plan.
- Ensures budget coordination regarding school improvement of state, local and federal grant programs, including but not limited to Title I, Title II, Title III, Title IV, L4GA, IDEA, Special Education, McKinney-Vento, SIG 1003g and SIG 1003a.
- Functions as a liaison between the school district and the Georgia Department of Education (GaDOE) for all matters related to School Improvement, Testing, Assessment and Monitoring.
- Administers and controls student testing and assessment protocols.
- Serves as the system's CCRPI Accountability Contact.
- Ensures compliance with applicable State and Federal Laws, State Department of Education Rules and Regulations, and Washington County Board of Education Policies as they relate to School Improvement programs.
- Supports schools with the implementation of innovative instructional practices that supplement the needs of students, while satisfying all state standards and meeting all compliance requirements.
- Collaborates with instructional staff, administrators, and other agencies/organizations to ensure effective implementation of school improvement grant program goals and guidelines.
- Collaborates with Principals to ensure prioritized funding of district-wide School Improvement initiatives.
- Reviews, analyzes, and modifies District Improvement Plans, and other Strategic Plans to ensure alignment with specific instructional strategies and budgets.
- Attends regional, state, and national meetings related to state and federal School Improvement programs.
- Facilitates GaDOE monitoring visits and/or reviews related to applicable School Improvement and/or instructional monitoring programs.
- Establishes and maintains inventory records for all tangible property purchased with federal School Improvement funds.
- Collaborates with the Director of Special Programs to ensure all necessary and appropriate School Improvement services are provided.
- Seeks out and applies for available School Improvement grants.
- Monitors District's Strategic Waiver Commitments with GOSA as they apply to School Improvement.
- Other duties as assigned by the Superintendent

### **Minimum Qualifications**

- Minimum of a six-year degree in leadership
- Holds a valid certificate issued by the Georgia Professional Standards Commission.

### **Preferred Qualifications**

- 5-7 years of experience with systemwide curriculum development in a k-12 school district
- 5-7 years of experience with data analysis, development of key performance indicators, establishment of best practices, implementation of feedback models, and strategic alignment of instructional practices throughout a k-12 school district
- 5-7 years of experience in collaborative leadership; proven ability to work effectively with leaders at all levels of a school system to accomplish improvement in instructional practices
- Minimum 5 years served in a role focused on supporting teachers and improving instructional practices to enhance student learning outcomes

- Proven ability to analyze raw data and convert results into actionable information that is implemented to achieve improved student performance
- Verifiable documentation to demonstrate a consistent record of a significant and sustained improvement in student performance that directly resulted from candidate's methodologies, program design, and execution

## ***How to Apply:***

Internal candidates please send cover letter and updated resume to Human Resources Department attention Masha White or email to [mwhite@washington.k12.ga.us](mailto:mwhite@washington.k12.ga.us)

External candidates may apply online at [www.teachgeorgia.org](http://www.teachgeorgia.org)

**Deadline to apply: Friday March 21, 2025**

Washington County Board of Education is an Equal Opportunity Employer