



Los Angeles Unified School District

Today's Learners, Tomorrow's Leaders

CHARTER SCHOOLS DIVISION

DIRECTOR of INSTRUCTIONAL and OPERATIONAL OVERSIGHT

The Director of Instructional and Operational Oversight will be responsible for supervision of Charter Division Coordinators and Advisors and for the implementation of the District Charter Schools policy to insure charter schools provide a high quality instructional program for all students.

Primary Responsibilities:

- Analyze and interpret legislation and District policy relating to charter schools and recommend changes, as necessary.
- Supervise the evaluation process and evaluate, when appropriate, charter petitions that are submitted to the District for quality and rigor of instructional program and faithfulness to charter legislation and District Charter School policy.
- Supervise the preparation of and, when appropriate, prepare Board and Committee Reports.
- Provide recommendations to the Board to approve or deny charter petitions in open Board meetings.
- Engage Charter Division Coordinators, the Evaluation and Planning Unit, and outside contractors in order to evaluate and oversee charter performance.
- Interface with federal, state, and local offices and community organizations.
- Maintain working relationships with all District staff and Local District Superintendents.
- Provide input and guidance to the Executive Director regarding the range of charter issues including, without limitation, the instructional program.
- Provide input regarding budget issues.

SALARY: 45G, Temporary Advisor (0515) - B Basis (\$88,223 - \$110,021) – 221 paid days

Minimum Requirements:

(All minimum requirements must be met on or before the filing deadline. It is the responsibility of the applicant to ensure that documentation of minimum requirements is on file with the Human Resources Administrative Selection & Assignment Unit.)

- Eight years of successful full time, public school service in a certificated position with at least two years of management experience
- An earned Master's Degree from an accredited college or university.
- A valid California Administrative Services Credential
- Completion of Multicultural and Bilingual Master Plan requirements*

*Out-of District Candidates have one year to complete this requirement

Desirable Qualifications:

- Experience working with charter schools, as well as knowledge of school reform principles, practices, current trends, literature and research in Charter Schools.
- Strong oral and written communication skills.
- Three years experience as a principal.
- Knowledge of and experience with Federal and State Charter legislation.
- Knowledge of LAUSD policies, procedures, goals, organizational structures and functions.
- Ability to work effectively with all ethnic, racial, and socioeconomic groups and individuals.
- Leadership skills in facilitating groups in instructional improvement, transformational leadership, collaboration, consensus building and conflict resolution.
- Bilingual

DEADLINE: UNTIL FILLED

(NO FAXES WILL BE ACCEPTED)

Application Procedures:

Interested applicants must submit their resume, two letters of recommendation including one from current immediate supervisor, and a letter of interest (include employee number) to:

Aaron Fairleywine, Central Business Advisor
333 South Beaudry Avenue, 20th Floor
Los Angeles, CA 90017
(213) 241-2656

Applicants will be screened for eligibility and the most highly qualified candidates will be scheduled for interviews

The Los Angeles Unified District intends that all qualified persons shall have equal opportunities for employment and promotion.