



**We are pleased to announce that we are seeking qualified applicants for the position of  
CHIEF STUDENT SUCCESS OFFICER**

High Desert ESD celebrates all cultures and languages and is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive considerations for employment without regards to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

**POSITION(S): 1** **Chief Student Success Officer**  
**40 hours/week, Mon-Fri, 250 days/year (pro-rated for remainder of 2019-20 school year)**

**LOCATION:** **High Desert Regional Education Center, Redmond**

**START DATE:** As soon as possible – no later than July 1, 2020

**SALARY RANGE:** \$118,000- \$124,000 per year  
Benefits include family insurance package, vacation, sick leave and paid holidays, generous PERS contribution.

**QUALIFICATIONS:** **DEFINITION**  
This executive level position will provide leadership and direction in the development, implementation and evaluation of the Student Success Act across the region. This leader will also oversee all School Improvement work at the ESD. Will work with superintendents, boards, curriculum directors, principals and teachers to create, implement, analyze and improve school improvement and student success across the region, with a focus on equitable opportunities and outcomes. Will work directly with the Oregon Department of Education and will be central Oregon's liaison with ODE on the SSA and other school improvement initiatives. Will work with other ESDs and regional leaders to improve student outcomes locally, regionally and at a state level.

**QUALIFICATIONS**

At minimum requires a Master's Degree with significant hours in the field of education administration. Must hold a valid Oregon School Administrator Certificate. At least five years' experience in K-12 education administration including building Principal experience and District leadership experience. Experience working with school boards. Be familiar with Central Oregon districts and educational culture. Equity driven. Ability to work with regional and district leadership to influence program and student outcomes. Working knowledge of continuous improvement practices and strategies. Experience analyzing data and using it to drive improved outcomes. Ability to present to and lead large (and small) groups. Demonstrated ability to bring measurable change to a large system. Strong written, oral, interpersonal and coaching skills. Access to reliable transportation and consistent attendance is required. Applicants must have successful experience in working with culturally diverse families and communities, and/or have otherwise demonstrated a commitment to equity and strengthening engagement of a diverse community and skill in communicating with a diverse population.

Please see attached job description for additional information and responsibilities.

**APPLICATION PERIOD:** Closes 5:00pm, Friday, October 25, 2019

**CONTACT:** **DIRECT YOUR INQUIRES REGARDING THIS POSITION TO**  
Jayel Hayden, 541.693.5685, [jayel.hayden@hdesd.org](mailto:jayel.hayden@hdesd.org)

**A COMPLETE APPLICATION INCLUDES**

- Letter of interest stating how your background experience qualifies you to assume the responsibilities of this position
- Current résumé
- Completed application form (may be downloaded from HDESD website [www.hdesd.org](http://www.hdesd.org))
- Three (3) professional letters of recommendation

**DIRECT YOUR MATERIALS REGARDING THIS POSITION TO**

Kristen Johns, Human Resources Specialist  
High Desert ESD  
2804 SW Sixth Street  
Redmond Oregon 97756  
Fax 541.638.9654  
[kristen.johns@hdesd.org](mailto:kristen.johns@hdesd.org)

If you currently hold a regular position with HDESD, you may apply by submitting a cover letter, an up-to-date resume including your current position, and an up-to-date list of references.

High Desert ESD is an affirmative action equal opportunity employer and complies with federal and state statutes that prohibit discrimination on the basis of race, color, national origin, religion, sex, age, disability or marital status. If you have a disability and need an alternate format in order to complete the employment process, you may call Human Resources at (541) 693-5600. Please leave a message describing the alternate format needed. The ESD is committed to maintaining a drug-free workplace and strictly complies with drug testing policy. Employment with HDESD requires employee's wages be paid via direct deposit to a bank account or paycard.

**APPROVED:** 10/7/19

**DIRECTOR OF HUMAN RESOURCES**

# **CHIEF STUDENT SUCCESS OFFICER**

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**Classification** Administrator

**Reports To** Superintendent

## **Performance Responsibilities**

1. Provide leadership across the region in the development and implementation of the Student Success Act.
2. Analyze and evaluate data at a building, district, regional and state level and use it improve program and student outcomes.
3. Serve on the executive team of the ESD.
4. Supervise and provide leadership for all school improvement work and programs at the ESD.
5. Work with Superintendents, school boards, curriculum directors, principals and teachers to create, implement, analyze and improve school improvement and student success across the region.
6. Work with the Oregon Department of Education – serve as central Oregon's liaison to ODE on the Student Success Act and other school improvement initiatives.
7. Work with other ESDs and other regional leaders to improve student outcomes locally, regionally and at a state level.
8. Work with school districts to implement district system improvement efforts to increase student academic achievement and reduce achievement and opportunity gaps between student groups.
9. Create teams to effectively work with districts to advance family and community engagement, equity and culturally sustaining education.
10. Support districts with authentic community engagement.
11. Develop or support the use of a variety of tools to evaluate outcomes, engagement and disparities in the region.
12. Lead or assist districts in documenting their needs, growth targets, outcomes, strategies and accountability metrics as outlined in the Student Success Act.
13. Support districts in the use of equity-based tools for decision making.
14. Other duties as assigned.

**Terms of Employment** Salary, benefits and vacation are established by policy and contract renewable annually by the Board of Directors.

**Evaluation** Superintendent

**DATE ADOPTED: October 3, 2019**