

ORANGE UNIFIED SCHOOL DISTRICT

EXECUTIVE DIRECTOR, INNOVATION & EXCELLENCE

DEFINITION:

The Executive Director of Innovation and Excellence, under the direction of the Assistant Superintendent of Educational Services, will work closely with the Educational Services staff and Executive Cabinet in the purposeful planning, developing, coordinating, implementing, directing, and supporting of districtwide systems of innovation, which includes the facilitation of strategic initiatives and projects that require cross-functional engagement with key stakeholders across the organization and community.

DISTINGUISHING CHARACTERISTICS:

Innovation is driven by a commitment to excellence and continuous improvement that is reflective and data-based; most of which is driven by curiosity, risk-taking and experimentation. The focal point of this position is to facilitate brain-based learning theories and design thinking with best practices to support in the design of a model that reflects a learner who is college and career ready; and can successfully promote practices that ensure students collaborate, think critical, communicate and be creative in learning. This position classification will support the vision of the District's Strategic Plan- *the OUSD EDGE*, by implementing evidence-based, innovative school and program models to ensure all students have access to culturally relevant learning environments that meet their needs. The incumbent is the District's research and design thinking leader, responsible for identifying and scaling creative ideas that work throughout the district, in partnership with all applicable stakeholders. The position classification has the responsibility of fostering the vision, mission, core values and graduate profile of the *OUSD EDGE* and serving as the point-person for innovation initiatives and projects throughout the District. This person frequently meets with Executive Cabinet, District leadership, principals, teachers, and other personnel staff to influence, motivate and monitor the result objectives of all strategic focus areas and aligned initiatives.

This is a position classification that performs light work yet, does require walking and standing for extended periods. The job also requires the accurate perceiving of sound, near and far vision, depth perception, handling and working with educational materials and objects, and providing oral information and direction. Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

ESSENTIAL DUTIES

- Provides leadership to strategic development teams in the creation and facilitation of innovative programs
- Coordinates short and long-term projects which will include research, tracking trends, preparing presentations, developing meeting agendas and drafting summaries and communications
- Supervises and evaluates Elementary/Secondary Principals and District Office Personnel on mutually defined goals, actions, and metrics

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- Assesses innovative ideas or school models that will have a positive impact on student achievement
- Develops policies to support increased choice, access and equity for students and families to high-quality school options
- Identifies new strategies and solutions to improve the District's schools and improve student achievement in alignment with identified strategic focus areas
- Determines a menu of supports and services that will best serve the District and adjusts this approach based on ongoing feedback and the evolution of the district's strategy
- Collaborates closely with the Communications Coordinator on internal and external communications to key stakeholders
- Partners and liaises with various departments, community members, educational and government agencies in the oversight of all innovative programs and grant proposals
- Builds and cultivates strong relationships with stakeholders
- Provides hands-on management of Innovation team members, including providing regular feedback, coaching and direct support to ensure all team members are operating at a high level
- Ensures that all Innovation department staff provide responsive, courteous and helpful customer service to the schools, staff and other stakeholders they serve
- Collaborates and communicates closely with other senior leadership team members to set the vision and strategy for the district
- Crafts a comprehensive data strategy that enables leaders to have regular access to clear, understandable and transparent information to drive decision-making on strategic actions
- The Executive Director of Innovation & Excellence may also take on other tasks and responsibilities as assigned by the Superintendent and the senior leadership team.

QUALIFICATIONS:

Knowledge of:

- Demonstrated commitment to teaching and learning with experience in adult learning theory
- Extensive knowledge of the *Design Thinking Protocol*
- Research and development designs, methods, strategies, processes and techniques
- Ability to problem solve, think critically and manage conflicts
- Excellent communication, presentation and interpersonal skills with demonstrated ability to write clearly and persuasively
- Ability to manage multiple budgets
- Ability to collect, analyze and use multiple sources of data
- Work collaboratively to build consensus while also delivering exceptional results
- Inspire, manage and collaborate with a wide variety of internal and external stakeholders at all levels
- Be flexible, resilient and adaptable to changing priorities

Ability to:

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- Provide specialized resource support and coordination of creative and innovative instructional programs
- Formulate, implement and interpret research
- Lead significant cross-functional initiatives in diverse and complex organizational settings

- Manage outcomes and focus area initiatives despite significant obstacles
- Establish and maintain cooperative and effective working relationships
- Influence and motivate others to achieve outstanding results
- Lead difficult conversations with adults
- Build and cultivate relationships with a wide variety of internal and external stakeholders
- Problem solve with detailed steps to reach the end goal
- Balance multiple projects under tight deadlines

EXPERIENCE AND EDUCATION:

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

Five years of successful experience with background in educational research, curriculum, teaching and learning, and professional development in a responsible school or District administrative position performing education management and instructional support services and related functions.

Education:

Master's or higher degree from an accredited college or university in educational administration, instructional supervision, curriculum, staff development and design, or closely related field.

OTHER REQUIREMENTS

*Possession of a valid California credential authorizing service as an administrator in education

*Possession of a valid California Motor Vehicle Operator's License.

Condition of Employment

Insurability by the District's liability insurance carrier.