

AUSTIN ISD JOB DESCRIPTION

JOB TITLE:	DEPUTY SUPERINTENDENT OF TEACHING, LEARNING AND LEADING		PAY GRADE:	CAD 8	
DUTY DAYS:	226	FLSA STATUS:	EXEMPT	DATE REVISED:	01/14/2026 HC
FUNDING SOURCE:	THIS POSITION IS LOCALLY FUNDED				

ABOUT AUSTIN ISD

Austin ISD is a large, urban public school district with a distinctive identity. Located in a city known for creativity, innovation, and civic engagement, AISD remains one of the few major urban districts in the country that continues to retain a middle class while serving a uniquely diverse student population.

We believe:

- Students are active agents in their learning, not passive recipients of instruction.
- Staff are empowered, supported and developed as professionals.
- Families and communities are true partners in education.

We are seeking a leader who is committed to staying, leading through complexity, and seeing transformational work through—the Austin way.

JOB PURPOSE AND ADDITIONAL INFORMATION:

Deputy Superintendent of Teaching, Learning, and Leading is a key member of the Superintendent's Cabinet, responsible for driving district-wide academic achievement, instructional excellence, and leadership development. This visionary leader will guide the transformation of teaching and learning with a relentless focus on innovation and school improvement that intentionally prepares all students for success in college, career, and community building. This position oversees the Office of Teaching, Learning, and Leading. The Deputy Superintendent will develop alignment amongst key District initiatives: School Improvement, Curriculum Redesign, Special Education, and Multilingual Education.

This position leads and fosters collaboration between the Assistant Superintendents and Executive Directors within the Office of Teaching, Learning, and Leading to ensure coherence and continuity of programming across the District including but not limited to instructional initiatives, fine arts, school counseling, and mental health and wellbeing. This position will support campuses, teachers, principals, and staff in implementing a coherent PK-12 strategy to improve the academic performance of all learners; close the student achievement and opportunity gaps; ensure effective program implementation; lead the coordination of curricular adoptions, resource alignment, and resource distribution; provide support to build leadership capacity that results in improved student outcomes; and ensure appropriate support is provided to campuses through Executive Directors, Directors, and the Office of Teaching, Learning, and Learning personnel.

We are seeking a proven system-level leader who can build and sustain high-performing teams, align strategy to values, and position Austin ISD as a destination district for educators and families nationwide.

MINIMUM REQUIREMENTS:

A Master's degree or higher from an accredited college or university in educational administration, educational leadership, or curriculum and instruction is required. A doctorate degree is preferred. A valid Texas Mid-Management, Administrative certification, or equivalent is required. Ten (10) years of progressively responsible experience is required and must include a minimum of three (3) years of teaching experience and a minimum of five (5) years of district-level and/or campus administrative experience in a traditional public school district. Five (5) years of supervisory experience is required. Principal experience is preferred. Experience in planning, developing, and implementing educational policies and programs is required. The incumbent must be proficient in Google Suite, Microsoft applications, and have the ability to use software to create

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spreadsheets, databases, and monitor and evaluate complex data. A valid driver's license is required. This position will require frequent travel to campus and District locations and occasional out of district travel.

SKILL REQUIREMENTS (Demonstrated Effectiveness):

Strategic & Cabinet Leadership

- Serve as a member of the Superintendent's Cabinet and attend Board meetings and district functions as required
- Partner with the Superintendent to set and execute districtwide academic strategy
- Recommend personnel actions, including hiring, evaluation, and separation of senior leaders
- Evaluate Assistant Superintendents and oversee evaluation of Executive Directors

Teaching, Learning & School Improvement

- Lead all curriculum, instruction, assessment, professional learning, and school improvement efforts
- Ensure alignment of curriculum, instruction, and assessment to TEKS and district values
- Oversee school improvement strategies, including turnaround and targeted support models
- Use district and campus data to guide continuous improvement and ensure data literacy across leadership levels

Talent, Culture & Organizational Development

- Attract, develop, and retain exceptional instructional and leadership talent
- Build leadership capacity across campuses and departments
- Foster a culture of trust, collaboration, and high expectations for adults and students

Community, Family & Stakeholder Engagement

- Build authentic relationships with students, families, staff, and community partners
- Serve as a public-facing leader who clearly articulates district goals, progress, and challenges
- Collaborate with governmental, civic, and community organizations to advance district priorities

Operations, Compliance & Resource Stewardship:

- Strategically allocate resources aligned to student and campus needs
- Ensure compliance with state and federal laws and regulations
- Oversee effective use of instructional technologies and systems

ESSENTIAL FUNCTIONS

Leadership Skills:

- Demonstrate a deep commitment to transparent decision-making that aligns to our Austin ISD Values.
- Build, develop, and retain high-performing executive and instructional leadership teams.
- Develop and implement a compelling instructional vision that positions students as active, high-achieving participants in their learning.
- Lead with empathy, humility, and respect. Collaboratively foster a culture of kindness, psychological safety, and support for both students and staff.
- Embrace the unique strengths, values, and history of the local community. Seek to understand and honor local culture, voices, and lived experiences in shaping district priorities and policies.
- Demonstrate fiscal responsibility with integrity and in accordance with state, local and federal policy.
- Maintain high levels of professionalism.
- Monitor/assess the performance of self, other individuals, or organizations to initiate informed improvements or corrective actions.

School Improvement

- Lead, supervise, and manage the Office of Teaching, Learning, and Leading School Improvement Team.
- Direct school improvement strategies for underperforming schools, ensuring alignment with research-based best practices and state/federal requirements.
- Provide direct supervision and support to school improvement principals, leadership teams, and school improvement officers.
- Develop and monitor School Improvement Plans, and Targeted Improvement Plans focused on student achievement, data-informed instructional practices, climate and culture, leadership capacity, and stakeholder engagement.
- Secure and manage state and federal funding streams tied to school improvement and innovation efforts.

Instruction and Curriculum Development Skills:

- Utilize curriculum and instructional strategies that are grounded in current theory, research, and best practices prioritizing relevance to our students' experiences, engagement, and rigor.
- Provide expertise knowledge of special populations, particularly with regard to current national research and best practices. Knowledge of federal and state guidelines and District policies and procedures regarding special population students' services and programs.
- Apply knowledge of assessment and accountability systems, and data collection, management, and analysis.

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- Partner meaningfully with the community, campus and district personnel to co-create instructional tools, curriculum, and strategies that the Austin ISD community's local context.
- Build tools, frameworks, and supports that help principals lead effective teaching and learning in ways that are aligned to school goals and district values.
- Apply knowledge of the Texas Essential Knowledge and Skills (TEKS).
- Provide knowledge of business and management principles involved in strategic planning, resource allocation, human resources, leadership theory, and coordination of people and resources.
- Apply skill in professional development program design, adult learning theory and implementation of staff development facilitation.

Communication and Public Relations Skills:

- Provide public relations, organizational development, communications, and interpersonal relations.
- Utilize written and oral communication skills including ability to interact with and influence all levels of headquarters and campus staff, parents, and community members.
- Prioritize listening as a core leadership skill, creating space for dialogue, seeking to understand multiple perspectives, and actively incorporating feedback into decision-making.
- Collaborate and work effectively with students, teachers, administrators, and the community to exemplify Austin ISD Value, ***culture of respect, transparency, and data-informed decision making*** to build trusting relationships with each other and those we serve.
- Skill in working with initiatives that require collaboration with District, outside agencies, and organizations.

OTHER DUTIES AS ASSIGNED:

Perform other related duties as assigned; however, all employees are expected to comply with lawful directives in rare situations driven by need where a team effort is required.

PHYSICAL EFFORT AND WORK ENVIRONMENT:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Work is generally performed in a standard office environment but may require some travel to different District locations. This position may involve rare exposure to blood or body fluids. Regular attendance is required for this position.

PERSONAL WORK RELATIONSHIPS:

This position reports directly to the Superintendent and supervises executive leadership of the Office of Teaching, Learning and Leading.

The Austin Independent School District provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

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I have read & acknowledged the job description above.

Employee Signature:

Date: