

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
Position Description

TITLE:	Director, Professional Learning Literacy, ELA & Humanities	CLASSIFICATION:	Non-Represented Management Certified
SERIES:	Director III	FLSA:	Exempt
JOB CLASS CODE:	9837	WORK YEAR:	12 Months
DEPARTMENT:	Curriculum & Instruction	SALARY:	19 Salary Schedule
REPORTS TO:	Assistant Superintendent, Curriculum & Instruction	HR APPROVAL:	5-19-2022
		CABINET APPROVAL:	04-28-2022

**BASIC FUNCTION:**

The Director III, Professional Learning, Literacy, ELA (English Language Arts) & Humanities is responsible for clarifying, articulating and operationalizing the District's instructional vision and framework by building teacher and leader capacity in the areas of literacy, English Language Arts and the humanities in collaboration with the Curriculum & Instruction and Multilingual Departments. Accountable for improving student achievement, working to eliminate inequitable practices and outcomes, and collaborating with Academic Office colleagues and site leaders, the Director will design and implement the District's professional learning plan with purpose of building the capacity of classified, certificated and management staff to equitably serve students. Focused on the areas of high quality instruction, multi systems of support, data-based problem solving, improvement science, culturally responsive teaching and learning, school design, and other District-defined instructional initiatives. The Director will collaborate with D

---

Collaborate with colleagues and district and site staff to clarify, articulate and operationalize the district's



Develop and maintain the annual budget for professional learning; analyze and review budgetary and financial data; and monitor and authorize expenditures in accordance with established guidelines

Provide a positive climate of interaction and communication; resolve issues and conflicts and exchange information using compassionate dialogue tenets; communicate a model of nondiscriminatory practices and the District's standards of ethics and professionalism in all activities

Value risk taking and innovation in support of performance improvements throughout the District. E

Perform related duties consistent with the scope and intent of the position.

#### TRAINING, EDUCATION, AND EXPERIENCE:

Bachelor's Degree and any combination equivalent to: Minimum five years' increasingly responsible supervisory, certificated, and management experience in school improvement, instructional leadership, multi-tiered systems of support, and the development of professional learning programs. Minimum five years' experience leading Literacy and English Language Arts efforts for either or both elementary and secondary segments, with communities that represent SCUSD's diverse student body, including evidence of data-based school improvement outcomes.

#### LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance. Possession of a valid California Teaching Credential and Administrative Services Credential are required.

#### KNOWLEDGE AND ABILITIES:

##### KNOWLEDGE OF:

- The Science of Reading
- CA ELA/ELD Framework
- CA Dyslexia Guidelines
- Science of Learning Reading
- Structured Literacy Models
- Data-Based Problem Solving
- Multi-Tiered Systems of Support
- Universal Design for Learning
- Full Inclusion Practices
- Anti-Bias/Anti-Racist Practices
- Culturally Responsive Teaching and Learning Practices
- Positive Behavior Intervention Systems
- Common Core State Standards for English Language Arts (College Ready Descriptors, Content Standards, & Instructional Shifts)
- Deep understanding of the teaching and learning of English Language Arts and literacy
- Constructivist teaching and learning
- District organization, operation, policies, and procedures.
- Applicable sections of the State Education Code and other applicable rules, regulations, and laws.

---