

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
Position Description**

<b>TITLE:</b>	Director, Strategy and Innovation	<b>CLASSIFICATION:</b>	Non-Represented Management, Classified
<b>SERIES:</b>	Director III	<b>FLSA:</b>	Exempt
<b>JOB CLASS CODE:</b>	9713	<b>WORK YEAR:</b>	12 Months
<b>DEPARTMENT:</b>	Strategy and Innovation Office	<b>SALARY:</b>	Range 19 Salary Schedule A
<b>REPORTS TO:</b>	Chief Strategy Officer	<b>HR REVISION:</b>	07-06-16

**BASIC FUNCTION:**

Plan, organize, control, and administer all functions of the Strategy and Innovation Office. The Director of Strategy and Innovation assists the Chief Strategy Officer as the accountability leader for the district, and oversees the implementation of federal, state, and district accountability requirements related to student achievement and educational planning. The Director of Strategy and Innovation oversees internal/external research and program evaluation, and data analysis and reporting. The Director of Strategy and Innovation assists the Chief Strategy Officer in creating, implementing, coordinating, and communicating strategic initiatives that support the mission and vision of the school district and directs the development of innovative programs and initiatives throughout the district. In addition, the director prepares, directs, and aligns the implementation of the district strategic plan by ensuring procedures within departments and divisions of the district embody measures to bring the district's vision and goals to fruition.

**REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)**

Design, implement, and drive district-wide implementation of the district's strategic plan and other innovative programs and initiatives. **E**

Manage the district's performance management initiative at multiple organizational levels, including oversight of development of dashboards and scorecards for ongoing performance monitoring and learning. **E**

Direct the administration and/or scoring of national, state, district, and voluntary assessments, ensuring requirements associated with test administration, timelines, and reporting are met; direct development and administration of district assessments and related training activities. **E**

Coordinate the administration and implementation of district, state, and federal planning and accountability requirements, including all federal and state accountability measures, goal- and target-setting processes, and the development of school site plans. **E**

Lead district-wide strategic planning, development, and evaluation with all district leaders and enable them to make effective evidence-based decisions. **E**

Serve as a resource and liaison for the Board of Education, district leadership, school and district staff, district advisory committees, parent and community groups, and state and federal agencies on issues related to student achievement; district, state, and federal planning and accountability; assessment, research and evaluation; standards-based reform; and associated legislation/mandates. **E**

Direct data analysis and reporting activities associated with federal, state, county, and district mandates. Direct school-level data reporting and monitoring requirements, including development of customized reporting instruments; direct



**SAMPLE PHYSICAL ABILITIES:**

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

**HEALTH BENEFITS:** District pays a portion of the employee's health benefits through District-offered plans.