

Wichita USD 259 Deputy Superintendent

Position Function: The Deputy Superintendent is a Cabinet-level executive position, reporting directly to the Superintendent of Schools. The Deputy Superintendent is responsible for the direct administrative supervision of Elementary, Secondary, Curriculum and Instruction, Special Education, Title I and Support Services. The Deputy Superintendent will effectively provide leadership in developing, aligning, coordinating, achieving and maintaining the best educational programs and services. The Deputy Superintendent serves as an acting chief administrator at the request of the Superintendent.

Essential Performance Responsibilities:

- Provides leadership, coordination and supervision to assigned assistant superintendents and executive directors
- Maintains communication with KSDE in regards to curriculum needs, standards, academic requirements and other curriculum and instruction items in the areas of supervision
- Takes initiative to stay current on educational reform and instructional best practices in all aspects of PreK-12 urban education
- Establishes administrative regulations to comply with adopted school board policies; assists in the interpretation and execution of the policies and regulations
- Works with and through School Board members, administrators, teachers and all support staff; ability to conceptualize, initiate, monitor and evaluate new and/or current programs
- Fosters a collaborative work environment and culture that is student-focused and results-oriented and places a priority on improving student and staff learning through a rigorous accountability structures
- Provides organization leadership in implementing district's priorities, goals and initiatives
- Promotes collaboration to ensure consistency and effectiveness of services and programs and measures progress toward their attainment
- Assists in the preparation and administration of the budget for assigned departments
- Establishes and maintains effective working relationships with community, area businesses, industries and other organizations
- Represents the district as assigned by the Superintendent and makes public presentations
- Serves as district cabinet member and attends Board of Education Meetings
- Assists the Superintendent in the development, continuous review, and communication of system policies, priorities and goals
- Provides accountability for all programs and funds within the areas of supervision ensuring that all efforts result in progress on key performance measures addressing academic excellence indicators, campus improvement plans and district long-term goals

Additional Duties: Assists with additional duties as assigned

Equipment: This position may require the ability to use SMART boards and iPads in addition to basic office equipment such as computers, copiers, scanners, and fax machine. Must always comply with USD 259's guidelines for equipment use.

Travel: In and out of district travel is required.

Physical and Mental Demands:

- Must be available to work beyond the regular work day
- Must be able to work long irregular hours under pressure

Knowledge, Skills, and Abilities:

- Ability to develop and deliver programming that drives improved academic performance for all student populations
- Deep understanding of curricular frameworks, pedagogy, and quality classroom materials
- Experience developing and implementing curriculum for a wide variety of grade levels and subjects
- Strong knowledge of high-quality instructional practices and the ability to lead others to implement these practices consistently across classrooms and school sites.
- Ability to communicate both verbally and written in order to communicate with others inside and outside of the organization for the purpose of giving and obtaining information
- Use of good judgment to make decisions on recurring assignments
- Displays a significant degree of professionalism and confidentiality
- Knowledge of Wichita Public Schools' mission, purpose, goals and the role of every employee in achieving each of them

Interrelations:

- Contact with personnel within the district and with customers and vendors
- Will be working under the direct supervision of the department supervisor in order to complete day to day tasks
- Will be working with a diverse population requiring the ability to handle all situations with tact and diplomacy
- Must understand and respond appropriately to customer needs and maintain a positive attitude with all customers and colleagues
- Expected to interact with all internal and external customers in a friendly, professional manner and provide quick, responsive customer service

Employee Punctuality and Appearance:

- In order for schools to operate effectively, employees are expected to perform all assigned duties and work all scheduled hours during each designated workday, unless the employee has received approved leave
- Any deviation from assigned hours must have prior approval from the employee's supervisor or building administrator
- All employees are required to report to work dressed in a manner that reflects a positive image of USD 259 and is appropriate for their position

Qualification Profile:

- Teaching, building, and central office administration experience required
- Understanding of a wide range of educational systems
- Master's degree, administrative certification, and District Leadership licensure required

FLSA Status: Exempt

If you are interested, please apply by [clicking here](#) for Job ID 17747!