



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

## **Director of Educator Human Capital**

The Office of the State Superintendent of Education (OSSE) is focused on sustaining, accelerating, and deepening the progress being made for the District's 90,000+ students. Educators, including teachers and school leaders, are the single most important impact on our students' education. We're looking for a Director of Educator Human Capital to manage critical state-level, public-facing systems related to educator quality and compliance. OSSE implements educator licensing for thousands of teachers and educators, including processing almost 4,000 applications annually and determining policies that set the standards for what education and experience educators must have to be licensed in DC. This team works closely with internal policy leadership and external stakeholders, including DCPS, other local education agencies, institutions of higher education and local and national policy experts, to ensure that OSSE has the strongest human capital policies and systems that balance robust oversight with responsive, efficient and consistent service to our constituents.

In both licensure and preparation programs, OSSE is interested in revamping and refreshing our policies and procedures. This includes improvements to ensure efficiency and operational improvements, as well as examination of policies and standards in the context of national trends and local needs.

The Director reports directly to the Assistant Superintendent of Teaching & Learning.

### **What you'll do:**

- Directly manage the licensure program manager and team of 4 FTEs; Provide direct supervision, guidance, mentoring, and coaching to the team's manager and specialists through planning goals, setting priorities, evaluating performance, and identifying professional development needs
- Directly manage the educator preparation program approval staff to implement standard operating procedures and drive efficacy and efficiency in the program approval and renewal process
- Be knowledgeable in educator human capital policy, including national effective practices and norms, and build a deep understanding of local policies, regulations and goals; contribute expertise to broader agency strategic and program planning
- Work closely with human capital data team and OSSE's data team to improve understanding of policies and practices through data, and use data to drive improvements in policies, and in outcomes for DC students.
- Set rigorous quantitative and qualitative performance goals for the team which address timeliness, accuracy, and efficiency
- Facilitate external conversations related to OSSE's human capital policies
- Lead and facilitate an operational and policy update of educator human capital policies and procedures

### **What you bring to OSSE:**

- Knowledge and interest in educator human capital policies and/or procedures
- Superior resource and project management skills – you’re the person who stays calm amidst chaos because you’ve got it all planned out
- Expertise in managing people and inspiring your team in a fast-paced environment - you help your team see the vision while getting the core details of the daily work right
- Experience in process improvement and excellent problem-solving, planning, and strategic thinking skills
- Demonstrated experience of using data to drive operational changes
- Good humor, adaptability, and resilience in the face of competing and evolving priorities

Interested candidates are invited to send resumes to [lilly.khan@dc.gov](mailto:lilly.khan@dc.gov) . Please include the position title in the subject line.