

BRIAN SANDOVAL
Governor

STATE OF NEVADA

SOUTHERN NEVADA OFFICE
9890 S. Maryland Parkway, Suite 221
Las Vegas, Nevada 89183
(702) 486-6458
Fax: (702)486-6450
www.doe.nv.gov/Educator_Licensure

STEVE CANAVERO, Ph.D.
Superintendent of Public Instruction



DEPARTMENT OF EDUCATION
700 E. Fifth Street
Carson City, Nevada 89701-5096
(775) 687 - 9200 • Fax: (775) 687 - 9101
<http://www.doe.nv.gov>

UNCLASSIFIED JOB ANNOUNCEMENT

Posted – February 10, 2016

Deputy Superintendent for Student Achievement

RECRUITMENT OPEN TO:

This is an open competitive recruitment, open to all qualified applicants. This position is appointed by and serves at the pleasure of the Superintendent of Public Instruction.

AGENCY RESPONSIBILITIES:

The Nevada Department of Education's mission is to elevate student performance by ensuring opportunity, facilitating learning, and promoting excellence. The Department will pursue its mission and achieve its goals with four major strategies: (1) Implement standards and assessments, (2) Classify, reward and support school, district, and State performance, (3) Facilitate high impact instruction and leadership, and (4) Achieve management integrity within the Education Department. Among its many tasks, the Department sets education policy and standards, manages assessments, ensures compliance with federal education law, licenses educators, ensures statewide program accountability, administers grants, and distributes funds to local education agencies. The State Board of Education adopts rules and regulations and the Superintendent ensures observance of Nevada's education laws.

APPROXIMATE ANNUAL SALARY:

Up to \$108,540 plus benefits * (*Salary range reflects retirement (PERS) contributions by both the employee and employer. An employer paid contribution plan is also available with a reduced gross salary.*)

BENEFITS:

The State benefits package includes a retirement system, paid health, vision, dental, life and disability insurance; 11 paid holidays, and paid sick and annual leave. Other employee paid benefits such as deferred compensation plans are available.

POSITION DESCRIPTION:

This position reports to the Superintendent of Public Instruction. Under the general direction of the Superintendent, the Deputy will be responsible for the overall operations of the six offices and programs most directly aligned with improving student achievement: Assessment, Data Systems, and Accountability Management; Career Readiness, Adult Learning, and Education Options; Early Learning and Development; Special Education; Standards and Instructional Support; and Student and School Support. The Deputy will supervise the administrative and operational activities of staff in Carson City and Las Vegas.

This position will ensure compliance with policies and procedures of the Department of Education, including Nevada Revised Statutes, Nevada Administrative Code, and relevant federal laws including but not limited to the Elementary and Secondary Education Act. Duties include, but are not limited to:

- Developing and administering regulations, policies and procedures;
- Directing the administration of programs designed to improve student achievement and overall school performance;
- Conducting research, recommending strategies, and developing new programs to advance the performance of students in this state;
- Participating in administrative hearings and rulemaking proceedings;
- Developing and presenting agency budgets;
- Establishing and maintaining a cooperative relationship with agencies of local, state, and federal government;
- Representing the Department publicly, including media and public appearances, participating in conferences, councils, associations, committees and workgroups, testifying before the Nevada Legislature, and coordinating and participating in public information campaigns;
- Representing the Superintendent on committees and at other public functions on an as-needed basis and speaking to professional bodies as required; and
- Helping define and achieve the vision, mission, goals and objectives of the Department that are performance driven and results oriented.

The Deputy works in a team-oriented environment in which professional and administrative staff work in concert to best represent the State of Nevada. The position is student-focused and engages in problem-solving, critical thinking, and advocacy on behalf of school children throughout Nevada.

TO QUALIFY:

A Bachelor's degree in education, business administration, public administration, or related field with at least five years of management responsibility, preferably in a public sector environment or an equivalent combination of experience and/or education.

- The ideal candidate will have experience leading a large organization through complex change, a proven ability to read, analyze and interpret statutes and regulations, as well as sufficient computer and writing skills and the ability to manage a large staff and complex projects.
- Experience working with large budgets is required.
- Experience working with grants is required.
- Excellent verbal and written communications skills, with the ability to interface with staff, licensees, the public, legislators, and other municipal, state and federal regulators is required.
- Experience as a classroom teacher or school administrator is beneficial but not required.
- An understanding of federal and state laws pertaining to education and a thorough knowledge of education reform initiatives, especially in the areas of assessment and program accountability, is preferred.

POSITION LOCATION:

Carson City or Las Vegas, Nevada

LETTERS OF INTEREST AND RESUMES WILL BE ACCEPTED UNTIL THE POSITION IS FILLED.

(All letters of interest and resumes will be accepted on a first-come, first-served basis. Hiring may occur at any time during the recruitment process.)

SUBMIT LETTERS OF INTEREST/ RESUMES/DIRECT INQUIRIES TO:

Gennie Hudson, Personnel Officer

ghudson@admin.nv.gov

In subject line please reference: Deputy Superintendent for Student Achievement

or

Agency HR Services

400 W. King St., Ste. 406

Carson City, NV 89703

Ph. (775) 684-0247

Fax (775) 687-1150

In your cover letter please indicate how you heard about the position. If you heard about this position through a website, please specify which website.

The State of Nevada is an Equal Opportunity Employer.