Director of Strategy for Teacher Effectiveness

Tracking Code
9228

Job Description
(Those who previously applied need not re-apply)

Please Note: Position only open to internal NYC Department of Education employees.

Note: This is a grant-funded position for one (1) year, with the possibility of renewal based on funding availability.

Position Summary: The Director of Strategy for Teacher Effectiveness (TE) oversees the ongoing implementation of a data-driven City-wide model for teacher evaluation and development. The Director will develop and oversee the strategy for managing, analyzing and reporting teacher effectiveness data pertaining to lead evaluator certification and program implementation quality. She or he will establish mechanisms to ensure data reliability and accuracy, including leading the development of systems and tools to support central and field-based staff in obtaining, analyzing, and utilizing teacher effectiveness data. In addition, the Director will oversee data collection from these systems to inform ongoing improvement of the processes and tools, and to increase the accuracy and consistency of implementation of the teacher evaluation model over time. Performs related work.

Reports to: Senior Director, Office of Teacher Effectiveness (OTE)

Direct Reports: Manager, Teacher Effectiveness, consultants and temporary staff, as needed.

Key Relationships: Within the Office of Teacher Effectiveness (OTE), collaborates with the TE Design and TE Implementation teams; in the Division of Talent, Labor, and Innovation (DTLI), works closely with the Office of Research and Data (ORAD) and Division of Human Resources and Talent (DHRT) Internal Technology Team. Outside of DTLI, collaborates with the Division of Instructional and Information Technology (DIIT), Division of Academics, Performance and Support (DAPS), and other Department of Education (DOE) offices. The Director will also manage relationships with external vendors.

RESPONSIBILITIES

❯ Lead OTE’s work to develop new city-wide data systems required to support a new teacher evaluation system.
❯ Oversee data strategy and analytics to ensure inter-rater reliability (IRR), calibration and certification, providing leadership for a citywide program to certify Instructional Staff as “Lead Evaluators,” and developing related policies and processes by:
  ■ certification, including standards for certification, types of certification offered, and roles and responsibilities in the certification process;
  ■ overseeing data management and analysis strategy for evaluator certification and IRR analysis to inform ongoing improvements to evaluator calibration programs and related initiatives;
  ■ overseeing the establishment of a city-wide mechanism for tracking all school leaders’ status toward leading data analyses that inform development of DOE policies related to instructional leader becoming certified Lead Evaluators, including choosing and managing vendors where relevant;
  ■ managing the data analysis process to inform support, intervention, and policy decision-making; and
  ■ overseeing the collection and analysis of feedback from stakeholders regarding progress in the system to improve the certification and development system.
❯ Collaborate with OTE operations staff on vendor management to ensure effective program implementation and compliance with DOE policies and procedures.
❯ Oversee cross-functional projects requiring data analysis and presentation of quantitative and qualitative program metrics that entail:
  ■ overseeing administration and analysis of key data sources that benchmark program performance; and
  ■ preparing and delivering clear and concise analyses of program and survey data as requested by OTE’s senior leadership team.
❯ Lead OTE’s stakeholder survey-related work, including oversight of survey administration and analysis of surveys administered by OTE, and contributing to the design, content, and analysis of citywide surveys administered by offices outside of OTE.
❯ Oversee projects that generate data-based insights on data strategy and analytics to inform program policy, design, and implementation decisions.

Supervise the Manager, Teacher Effectiveness, who will provide implementation support for data management and analysis, program communication, and field training.

Supervise consultants and temporary program staff, as needed.

**Qualification Requirements:**

**Minimum**

1. A master’s degree from an accredited college in economics, finance, accounting, business or public administration, human resources management, management science, operations research, organizational behavior, industrial psychology, statistics, personnel administration, labor relations, psychology, sociology, human resources development, political science, or a closely related field, and two years of satisfactory full-time professional experience in budget administration, economic or financial administration, fiscal or economic research; management or methods analysis, operations research, organizational research or program evaluation; educational, personnel or public administration, recruitment, position classification, personnel relations, labor relations, employee benefits, staff development, employment program planning/administration, labor market research, economic planning, fiscal management, or a related area, for educational program(s) and/or institution(s), 18 months of which must have been in an executive, managerial, administrative or supervisory capacity. Supervision must have included supervising staff performing professional work in the areas described above; or

2. A baccalaureate degree from an accredited college and four years of satisfactory full-time professional experience as described in “1” above, including the 18 months of executive, managerial, administrative or supervisory experience described in “1” above.

**Preferred**

- Committed to the belief that all students can learn, that teacher effectiveness is essential for improving student outcomes, and that competent and motivated school leaders are the key for improving teacher effectiveness.
- Have a working knowledge of the DOE.
- Flexible, analytical, strategic and critical thinker who is proactive and takes initiative.
- Familiarity with complex research design methods and understanding of school district data sets.
- Expertise conducting advanced statistical analyses, including applied linear modeling and factor analysis.
- Experience working in one or more of the following analysis programs: Statistical Package for the Social Sciences (SPSS), STATA and Statistical Analysis System (SAS).
- Excellent project management and organizational skills, with an ability to bring complex initiatives to successful completion.
- The ability to work effectively and consistently display a high level of professionalism with others at all levels of an organization.
- Ability to thrive in a fast-paced environment and adjust quickly in the face of changing priorities.
- Superior writing skills.
- Ability to work independently and manage multiple responsibilities simultaneously.
- Outstanding interpersonal and teamwork skills.
- Ability to critically assess challenges and identify effective solutions.
- Ability to adapt to evolving roles/responsibilities.
- Strong working knowledge of Microsoft Outlook, e.g., Word, Excel, and Power Point.

**Salary:** $75,000+

Please include a resume and cover letter with your application. Applications will be accepted through September 19, 2013.

NOTE: The filling of all positions is subject to budget availability and/or grant funding.

AN EQUAL OPPORTUNITY EMPLOYER

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**Job Location**
NEW YORK, New York, United States

**Position Type**
Full-Time/Regular

**New Posting**
No

**Readvertisement**
Yes

**Recanvass**
Yes

**District**
N/A