



Assistant Superintendent of Equity, Inclusion and Opportunities Office of Equity, Inclusion and Opportunities

About the Louisiana Department of Education:

The Louisiana Department of Education has the responsibility to provide education management, education policy decision-making, and accountability for the state's elementary and secondary education system through the local school systems and public schools. Ensuring every child is on track for success after graduation, removing barriers to equity and providing educators with what they need to be at their best are among the priorities as the Louisiana Department of Education sets an ambitious course forward. [Believe to Achieve: Educational Priorities](#) serves as the Department's roadmap to improving outcomes for all Louisiana children.

Believe to Achieve includes the Department's belief statements, state data to help track progress toward Louisiana's six critical goals and the new priorities that will direct the LDOE's efforts as they work toward achieving the critical goals. Each priority outlines focus areas for the key actions and initiatives.

Because of this belief, the Louisiana Department of Education is focused on raising expectations and educational outcomes for students in **five major priority areas**:

1. Ensure every student is on track to a professional career, college degree or service
2. Remove barriers and create equitable, inclusive learning experiences for all children
3. Provide the highest quality teaching and learning environment
4. Develop and retain a diverse, highly-effective educator workforce
5. Cultivate high-impact systems, structures and partnerships

Six critical goals:

1. Students enter kindergarten ready
2. Students will achieve Mastery level on third-grade assessments and enter fourth grade prepared for grade-level content
3. Students will achieve Mastery level on eighth-grade assessments and enter ninth grade prepared for grade-level content
4. Students will graduate on time
5. Graduates will graduate with a college and/or career credential
6. Graduates will be eligible for a TOPS award

Office Mission:

The Office of Equity, Inclusion and Opportunities leads with equity in mind by ensuring that students are provided with the support, services, resources, and school choice opportunities needed to be successful as individual students. This includes the examination of procedures, policies, and practices that have created inequitable learning environments.

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Overview:

The Assistant Superintendent of Equity, Inclusion and Opportunities is a senior level cabinet position that reports directly to the State Superintendent of Education. This position oversees and directs the charter accountability, student well-being and belonging, and high quality school choice for the state of Louisiana. This role requires an individual with extensive knowledge of student well-being, overcoming inequitable barriers to learning, charter school law and policy, and advanced financial management experience to successfully create and maintain a coherent strategy for improving outcomes for all students. This position also functions as an advocate for change who is able to communicate and network with a wide-range of stakeholders on controversial/highly-sensitive topics in a thoughtful but impactful way. Due to the specialized nature of this position, it is imperative that the LDOE be able to openly recruit and attract qualified candidates through innovative recruitment methods.

Distinguishing Characteristics:

- Bachelor's required; Master's degree in Education preferred
- Experience in staff development, data-driven decision making, data analysis, research design, program evaluation, accountability systems, school improvement, and curriculum review;
- At least five (5) years of successful administrative experience in an accredited higher education, K-12 public, or private school system, with increasing responsibility in the areas of data analysis, assessment, and program evaluation;
- Knowledge of school governance, policies and procedures and accountability systems;
- Recent experience with accountability measures and data analysis, leading to systemic school improvement planning;
- Present or previous experience with research targeting student achievement in diverse educational settings;
- Successful experience in a leadership position;
- Ability to work effectively with School System and Charter Leaders;
- Evidence of ability to improve student achievement in high poverty schools;

Scope of work:

The Assistant Superintendent leads the development of practices that improve access to high quality education programs across Louisiana. This includes, but is not limited to, increasing well-being resources, strategies, and programs, strengthening non-public relationships, charter accountability, and focusing the Scholarship Program around efficiency and academic quality. Additionally, this position represents the agency and State Superintendent of education for all things related to school choice, equitable learning environments, and student well-being. The Assistant Superintendent will serve as the agency's subject matter expert and is responsible for the administration, implementation, and leadership of the assigned programs.

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Duties and responsibilities include, but are not limited to the following:

60% VISIONARY LEADERSHIP, STRATEGIC DIRECTION, AND IMPACTFUL PARTNERSHIPS

- Creates a comprehensive vision for the agency's Equity, Inclusion and Opportunities work that articulates our goals for student outcomes and is clearly communicated to all stakeholders
- Develops, refines and executes statewide strategies to provide technical support to districts, schools, teachers, families and additional stakeholders on best practices to ensure positive experiences for all students.
- Communicates a vivid image of the vision that both influences and inspires stakeholders to engage in the team's work.
- Creates the structures and organization needed to support the work aligned to the vision.
- Coordinates team leadership (Deputy, Executive Directors, and Directors) to fulfill the goals of the team.
- Develops goals and strategies for intentional coordination across the agency to ensure seamless support of all Equity, Inclusion and Opportunities initiatives: charter accountability, portfolio opportunities, and student well-being.
- Mobilizes teams to bring the vision to fruition by outlining both long and short term strategic plans.
- Identifies the policy support needed for schools to achieve the outlined goals.
- Engages in quality checks to ensure alignment of resources, policies, and personnel to the team vision.
- Convenes and consults charter school stakeholders to advise the Department on priorities and align initiatives.
- Establishes synergistic partnerships that leverage the assets of all stakeholders to propel the work forward.
- Outlines a strategic plan for engaging in strategic partnerships that provide a competitive advantage to LDOE constituents.
- Leverages impactful partnerships to optimize the support around all Equity, Inclusion and Opportunities initiatives.

30% ADMINISTRATION AND PROGRAM DIRECTION

- Provides educational leadership, administrative direction, supervision, and technical assistance and support to the Department and Local Education Agency (LEA) staff.
- Makes recommendations to the State Superintendent regarding all programs and initiatives that fall under the Office of Equity, Inclusion, and Opportunities.
- Attends, participates, and leads appropriate meetings as assigned by the State Superintendent or primary functions of the Office of Equity, Inclusion, and Opportunities.
- Manages and facilitates communication, policy needs, LEA needs, and resources to the Superintendent, Assistant Superintendents, Department staff to ensure strategic and intentional interaction and engagement exists.
- Consults with and advises superintendents, charter leadership, non-public leaders, LDE executive directors, division directors, supervisors, and managers to develop strategies to meet priority outcome goal trajectories.

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- Works with all LEAs to identify opportunities for improved instructional leadership, with a focus on service to students with disabilities.
- Provides key feedback on agency work to ensure effective State Education Agency (SEA) communications and tools.
- Assumes a leadership role on the agency senior staff and assists with long-range strategic planning.
- Participates in developing multi-million dollar budgets, plans, policies and activities that allocate monies for work associated with charter accountability, portfolio opportunities, and/or student well-being and belonging.
- Serves as the chief expert on all federal educational issues and policies related to equity, inclusion and opportunities.
- Determines the impact of their work on proposed programs, state laws, and BESE policies.
- Identifies and secures additional funding sources through discretionary, competitive grants or otherwise to supplement formula grant funds and support aligned to LDOE initiatives.
- Approves reports, records, and activities related to Louisiana's current portfolio of discretionary and/or competitive grants (Leadership Development Program) to ensure execution of activities as outlined in grant applications including program oversight, stakeholder engagement and coordination, compliance and reporting in order to maximize the efficacy and impact of discretionary funding.
- Oversees the following divisions that fall under the Office of Equity, Inclusion, and Opportunities:
 1. Portfolio Opportunities
 2. Charter Accountability
 3. Student Well-Being
 4. Recovery School District (New Orleans, Caddo, Baton Rouge)

10% MANAGEMENT AND OTHER

- Responsible for managing, developing and directing a team of educational professionals to effectively administer, monitor and oversee all of the Equity, Inclusion and Opportunities team.
- Represents the State Superintendent in meetings regarding key departmental policies.
- Performs all other duties and/or special projects and initiatives as assigned by the State Superintendent.

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