



**Board of Education of the City of St. Louis**  
**CAREER OPPORTUNITY**

---

<b>Position Title:</b>	Network Superintendent, Elementary
<b>Payroll/Personnel Type:</b>	12 Month
<b>Job #:</b>	8812
<b>Reports to:</b>	Deputy Superintendent of Academics
<b>Shift Length:</b>	8 Hours a Day
<b>Union Eligibility:</b>	Not Eligible

**Position Summary:**

As a Network Superintendent of Schools, will report to the Deputy Superintendent of Academics and be a senior leader in our Academic Office. You will lead the district's transformational work to ensure students have an excellent school option regardless of their zip code. We need former successful school leaders who are able to coach, support and develop school leaders to meet their ambitious school performance goals. The Network Superintendent of Schools will oversee the instructional and operational program in a portfolio of 8 to 10 elementary schools. This is an extraordinary opportunity for an educator to work closely with high performing, results-oriented principals and serve as a thought partner with principals, multiple teams throughout the network and the organization's senior leaders.

As a member of a seven-person team, you will be responsible for creating an excellent school option for every student. Through this role you will need to work collaboratively with the other network leaders to create a common picture of excellence for all of our schools and drive toward those results through a balanced model of coach and upholding extremely high expectations for strong school, operation, people, and academic culture in every school.

**Essential Functions:**

- Plan frequent co-observation days; highlight areas of strength and improvement in feedback during the day and prepare a more formal write-up after the observation day; work hand-in-hand with principals to address areas of school improvement
- Regularly review data to spot strengths and growth areas using our districts Excellent Schools Transformation Tool (ESTT); work with principals to develop clear plans to address growth areas
- Work with principals to set teacher professional development priorities for the year and to design outstanding site-based and network-wide professional development
- Problem-solve solutions to challenges common to all schools in network-wide forums (meetings, conference calls, etc.)
- Work with principals to design and implement rigorous intervention programs
- Drive strong talent practices at schools, and support, coach, train and supervise school leadership teams to help develop leadership power skills
- Hold monthly 1-on-1 meetings with each principal (monthly reflection/data review, problem-solve around pressing issues, professional development planning)
- Work with the other members of the academic and talent development teams to design school leadership training; support the coordination principal meetings and conference calls
- Create mid-year and end-of-year Professional Growth Plans (evaluations) for all principals in your portfolio
- Serve on committee to select new principals; become the primary point-of-contact for top candidates during the process; spend 1-2 days with each final candidate in rigorous final interview process



**Board of Education of the City of St. Louis**  
**CAREER OPPORTUNITY**

---

- Achieve strong survey data on key measures of principal happiness/development and Team Super functioning
- Provide organizational development support to the SLPS staff and the schools
- Understand the concerns and constraints of both the schools and SLPS teams in order to facilitate good working relationships
- Ensure that schools are getting top-quality service from all SLPS teams (budget/finance, human resources, talent, operations, curriculum, technology, partnerships, student services)
- Attend all board meetings and prepare reports deemed necessary for the superintendent and/or the board
- Direct the preparation and maintenance of a variety of narrative and statistical reports, records, and files
- Keep the Superintendent and the Executive Leadership Team informed of trends and changes
- Model district standards of ethics and professionalism
- Perform other related duties as may be assigned

**Knowledge, Skills, and Abilities:**

- We want talented people from diverse backgrounds and experiences, who are inspired by our mission steeped in equity, and who are motivated to unleash our children's potential
- We want people who are strong collaborators, skilled communicators, problem solvers and who are comfortable in a community of continuous learning
- We want people who come with a mindset that is open to a reflective, organizational change management unit who is working relentlessly to improve outcomes and service with and for schools

**Experience:**

- Minimum of five years of education experiences that promoted the success of students as a school and/or district leader

**Education:**

- Master's Degree (Required)

**Physical Requirements:**

- Must be physically able to operate a motor vehicle
- Must be able to exert up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body
- Light work usually requires walking or standing to a significant degree

**Working Conditions and Environment:**

- Work is routinely performed in a typical interior/office environment
- Very limited or no exposure to physical risk

**Disclaimer:**

**The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.**

