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Job Title: Manager, CTE Advanced Technical Center

Grade: CS-14

Salary Range: $105,730 - $136,208

Job Summary:

The Office of the State Superintendent of Education (OSSE) is the State Education Agency for the District of Columbia charged with raising the quality of education for all DC residents. OSSE is focused on sustaining, accelerating, and deepening the progress being made for the District's 90,000+ students. OSSE serves as the District's liaison to the U.S. Department of Education and works closely with the District's 470+ early childhood facilities, 250+ schools, 60+ local education agencies (including DCPS and charter organizations), and community-based organizations to provide critical programming and resources to our stakeholders.

OSSE's Career and Technical Education (CTE) team will open the District of Columbia's first Advanced Technical Center (ATC) in August 2022. The ATC is designed to deliver multiple programs of study, in a well-equipped facility, that provides CTE courses to visiting students from high schools from across the city and prepares them for high-wage, high-skill, and/or in-demand careers in our region. The ATC is critical to the access and equity goals of OSSE and removes a number of participation barriers by allowing students from all over the city to access CTE coursework not offered at their home campus.

Specifically, the Manager for the Advanced Technical Center is located within the Office of the State Superintendent of Education (OSSE), Office of Post-Secondary and Career Education Division. Reporting to the State CTE Director, the position plays a critical role in implementing OSSE's strategic direction of the Advanced Technical Center, with unique college and career programs that provide students opportunities for work-based learning experiences, industry recognized credentials, workforce licensing, and connections to postsecondary education pathways.

Duties and Responsibilities:

- Manage the operational budget and instructional contracts for the ATC, under the director of the State CTE Director
- Coordinate with LEAs to ensure master scheduling cohesion, transportation needs, and other logistical elements are properly planned and communicated with stakeholders
- Promote a positive image of the ATC and articulate the campus mission statement to LEAs, parents, and the community
- Provide fiscally responsible leadership through appropriate staffing, budgetary planning, execution and accountability
- Cultivate and maintain mutually beneficial relationships with business and professional leaders and maximize business partnerships
- Assist with the planning and development of a system to track campus effectiveness against Key Performance Indicators unique to the ATC
- Create and maintain a behavior development process that engenders successful behaviors in students that will enhance their success in adult life
- Provide leadership in developing a campus improvement plan that addresses academic achievement and responds to needs identified by OSSE, DC CTE, and other surveys and assessments

Qualifications and Education

- Bachelor's degree required; Master's Degree preferred.
- Professional and detailed knowledge of essential Federal and District workforce education and training and educational reform legislation and regulations-including the Strengthening Career and Technical Education Act of 2018 ("Perkins V") and the Workforce Innovation and Opportunity Act of 2014 ("WIOA"), and its successors plus working knowledge of applicable provisions of the Higher Education Act, as amended, the Every Student Succeeds Act of 2015 (ESSA), and Education Department General Administrative Regulation (EDGAR).

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