CHANCELLOR

The District of Columbia Public Schools (DCPS) is seeking an outstanding leader for the role of Chancellor. This position in the Bowser Administration reports to the Deputy Mayor for Education.

Overview

DCPS is recognized as the fastest improving urban school district in the country. Nearly 49,000 students, more than 4,000 teachers, and 109 principals are joined by more than 2,900 classroom aides, social workers, counselors, custodians and other support staff, as well as countless family and community members, thousands of community organizations and volunteers, residents and leaders of Washington, DC who are committed to the mission of ensuring that DCPS provides a world-class education that prepares ALL of its students, regardless of background or circumstance, for success in college, career, and life.

In 2007, the District of Columbia passed the Public Education Reform Amendment Act (PERAA) that gives direct control of DCPS to the Mayor. The law’s purpose is to give leaders flexibility to enable bold changes to improve a school system that had been performing poorly for decades. The law is working. Beyond improving test scores, DCPS boasts an enrollment that grows annually. Graduation rates are increasing, and student satisfaction is at an all-time high.

The foundation has been laid for Washington, DC to offer the best urban public education system in the country, to compete with surrounding suburbs’ excellent schools, and to make continuous progress to close the achievement gap. The District has a strong political structure, unmatched fiscal stability, teachers who are dedicated to student learning, parents who push for the best in their neighborhood and citywide schools, and students who are eager to learn and deserve a fair shot. With historic investments in teachers, programming, and school buildings, Mayor Muriel Bowser and District leaders remain committed to strengthening public education. For additional information on DCPS, please go to http://dcps.dc.gov/.

Position Summary

As Chief Executive Officer of DCPS, the Chancellor provides leadership and direction for the development of an educational system that is based on the needs of students, on standards of excellence and equity, and on community goals; demonstrates effective planning and management of the school administration, finances, operations, and human resources; and maintains positive and professional working relationships with partners in government and the community.

The Chancellor works under the administrative direction of the Mayor. In consultation with the Mayor and with oversight from the Council of the District of Columbia, the incumbent develops plans and strategies to carry out her mandates and solve major issues related to the school functions. The incumbent is responsible for and has authority to direct the activities and operations of DCPS, which includes carrying out program functions within the framework of the Mayor’s vision, the Administration’s overall policies, missions, objectives, and resources. The Chancellor must also work to ensure that DCPS remains in compliance with legislation.
Duties & Responsibilities

The Chancellor administers the largest local education agency (LEA) of the District of Columbia serving 55% of all public school students and is responsible for ensuring that every student has a by-right school that he or she can attend. The Chancellor carries out the administration and supervision of the schools and central office staff, including the implementation of current reforms and systemic changes in order to affect continued positive improvement in DCPS.

In carrying out the duties of the office, the Chancellor:

- Develops a strategic plan of long-range goals and objectives for the school system and provides opportunities for staff and community to engage in long-range planning activities.
- Undertakes long-term analysis and projection of staffing needs and availability.
- Creates and executes sound personnel procedures and practices for initial employment, promotions, assignments and transfers, and termination actions.
- Develops a comprehensive plan for performance evaluation of all employees, including teachers, principals, and other administrative staff.
- Organizes, reorganizes and arranges administrative and supervisory staff, including instruction and business affairs, as best serves the DCPS.
- Makes administrative changes as deemed necessary for the efficient and effective operation of DCPS.
- Develops and implements policy deemed necessary for DCPS and interprets policies, regulations, rules and procedures.
- Evaluates the school program, advises the Mayor of school needs, and makes recommendations to the Administration for meeting those needs.
- Keeps the Mayor informed on issues, needs, and operation of the school system; offers professional advice to the Mayor on items requiring Administration action, with appropriate recommendations based on thorough study and analysis.
- Prepares and recommends to the Administration an annual budget that is realistic in terms of the District's resources and reflects priorities of the Administration; establishes sound financial procedures and practices which ensure accountability for all revenues, expenditures, and allocations.
- Through a continuous self-improvement program, keeps abreast of trends and practices in education and proposes and implements promising practices.
- Acts as the liaison between the DCPS and the community; directs a program of public relations for the purpose of creating and maintaining a cooperative working relationship between the schools and the community; participates actively in community affairs and projects a positive image for the school system.
- Participates in professional development and professional organizations at the local, state and national levels to ensure DCPS is challenging itself to deliver a world-class education for all of its students.
• Works cooperatively as assigned by the Mayor or the Deputy Mayor for Education on task forces and informally with leadership from Washington, DC’s robust charter school sector for the benefit of all students.
• Attends Cabinet meetings and participates in the workings of the Mayor’s Cabinet.
• Performs other related duties as assigned by the Mayor.

Selection Criteria

Candidates for this role must have:

• A master’s degree
• A minimum of five years leadership and management experience (ten years preferred);
• The demonstrated ability to lead colleagues;
• Cultural competence needed to ensure the success of all students related to race/ethnicity, culture, sexual orientation, gender, disability, language acquisition, and income;
• A proven track record of achieving results in a metrics-based environment;
• A high level of leadership, management, communication, and organizational skills applicable in a senior leadership position.

The successful candidate will be:

• Student centered and committed to the academic, social, emotional, and physical development of the whole child;
• Welcoming of parents and successful in building respectful relationships with all key stakeholders including students, parents, families, teachers, school leaders, staff, bargaining units, community members, advocates, foundations, partner organizations, media, and elected officials;
• Approachable and visible in the schools and the community;
• Genuinely dedicated to equity and excellence with the belief that all children can achieve at high levels of academic success.

Performance for this role is evaluated on the basis of overall effectiveness in achieving desired objectives and goals. Major guidelines include established policies, procedures, and regulations of the District of Columbia and appropriate federal agencies; Mayor's Orders; legislation; and specific instructions from the Mayor. To succeed in this position one must:

• Have the ability to develop and implement meaningful strategic plans, as well as perform under pressure with strict time frames and short-range plans;
• Be innovative, outgoing, and collegial, possess exceptional interpersonal skills, and have a reputation for outstanding professional judgment.

The ideal candidate will have the majority of the following skills and attributes:

• Experience in urban education
• Strategic focus
• Proven track record of strong leadership necessary to ensure mission success
• Strength in team-building and staff motivation
• Transparent and highly collaborative internally and externally
• Ability to see the big picture but also to develop solutions in addressing issues related to school functionality and success
• Excellent interpersonal skills
• Comfort with ambiguity
• Outstanding writing, verbal and presentation skills
• Decisive and calm under pressure
• Outstanding listening skills
• A reputation for unquestioned ethics and integrity

Compensation & Benefits

Compensation will be competitive with the compensation packages offered by other jurisdictions, will reflect the experience of the appointee, and will reflect the high expectations placed upon the Chancellor. Contracts are submitted to the D.C. Council for approval.

Domicile Requirement

By law, each new appointee to the Excepted and Executive Service must either: (1) be domiciled in the District of Columbia at the time of appointment; or (2) establish District domicile within one hundred eighty (180) days of appointment. The law also requires that Excepted Service employees maintain District domicile during the period of the appointment. Failure to maintain District domicile during the period of the appointment will result in forfeiture of employment.

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The Officer in Charge of this engagement is Derek Wilkinson, Managing Partner in Boyden’s Washington, DC. Interested parties should submit in electronic format a resume and a cover letter outlining reasons for their interest in the position, including detail on the aforementioned responsibilities, attributes, and qualifications to dcps.chancellor@boyden.com. You may also contact us via our Toll Free Phone number at +1.877.2.BOYDEN (226.9336) for additional information.

Boyden global executive search

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