



# PARTNERSHIP FOR LOS ANGELES SCHOOLS

20th Street Elementary School • 49th Street Elementary School • 99th Street Elementary School • 107th Street Elementary & STEAM Magnet • George Washington Carver Middle School • Edwin Markham Middle School • Figueroa Street Elementary School • Florence Griffith Joyner Elementary School • Grape Street Elementary School • Hollenbeck Middle School • Dolores Huerta Elementary School • Jordan High School • Math, Science & Technology Magnet Academy at Roosevelt • Mendez High School • Ritter Elementary School • Roosevelt High School • Santee Education Complex • Stevenson College and Career Preparatory • Sunrise Elementary School • Weigand Avenue Elementary STEAM Academy

## Vice President of School Transformation, Literacy

START DATE:	Fall 2023
APPLICATION DEADLINE:	Priority deadline for applications is October 27, 2023. Anything received after that date will be kept on file and considered if the position is not filled.
REPORTS TO:	Chief Academic & Innovation Officer
SUPERVISES:	Directly supervises two Directors, and leads a team comprised of Directors, Coordinators, and school-based instructional Coaches
LOCATION:	The Partnership team works in a hybrid capacity. This position is expected to be in schools 80% of the time, with occasional visits to the Partnership office in Downtown LA. School sites are based in Boyle Heights, South Los Angeles, and Watts.

### ORGANIZATION OVERVIEW

Launched in 2007, the Partnership for Los Angeles Schools' mission is to transform schools to revolutionize school systems, empowering all students with a high-quality education. The Partnership is a non-profit, in-district partner to LA Unified, not a charter network. As an independent nonprofit organization, the Partnership serves 13,550 students across 20 LA Unified schools in Boyle Heights, South Los Angeles, and Watts. The Partnership works within the LA Unified School District context, which includes honoring all collective bargaining agreements for its teachers and school staff. To learn more about the Partnership, our mission, and how we approach our goals, please visit our [website](#).

### POSITION DESCRIPTION

The Vice President of School Transformation, Literacy, leads the Partnership network's transformation efforts in the area of literacy, and is responsible for ensuring our vision for literacy is fully realized across our 20 LAUSD schools. The Partnership's vision for literacy is to have a network of classrooms that cultivate joyful and liberating learning experiences through meaningful engagement with culturally relevant and complex texts and tasks so that all students grow as confident readers, writers, thinkers, and knowledge builders.

The Vice President of Literacy is a visionary senior leader that inspires, manages, and supports a team of Directors, Coordinators, and instructional Coaches to transform school-wide outcomes in literacy. The Vice President of Literacy has a pulse on the most recent research and effective pedagogical practices in literacy instruction, with the aim of infusing those practices in school leader and teacher capacity building, as well as in the implementation of High Quality Instructional Materials. The Vice President of Literacy is responsible for creating and nurturing a supportive culture of high expectations

for literacy across the Partnership network through rigorous, relevant, and responsive instruction and assessment, with the goal of enriching schools with identity-affirming and student-centered learning communities. The Vice President of Literacy also supports various systems change and advocacy efforts to influence the district, state, and national landscape on transforming literacy outcomes for students that are experiencing poverty, as well as students that have been traditionally underserved, such as Black, Latinx, Emerging Bilingual and Multilingual Learners, and students receiving special education support. This is a full-time, year-round position.

The Partnership is committed to continuously building an anti-racist culture that promotes diversity, equity, inclusion, and belonging in classrooms and in our home office. The Vice President of Literacy will be someone who is committed to implementing these values in creative ways when executing day-to-day tasks and responsibilities.

## RESPONSIBILITIES

### Literacy Vision & Innovation (30%)

- Lead the evolution and implementation of the Partnership's TK-12 literacy vision network-wide, resulting in transformational outcomes for all schools while prioritizing students that are Black, Latinx, Emerging Bilingual and Multilingual Learners, and Special Education
- Oversee the selection, systematic implementation, and evaluation of High Quality Instructional Materials for TK-12, and update curriculum and materials as necessary
- Manage the design and delivery of network-wide and school-specific professional development to improve delivery of literacy instruction
- Lead the implementation and evolution of LAUSD and Partnership assessment plans by building school leaders' and teachers' capacity to understand assessment types, purposes, and action-oriented data protocols
- Develop and implement systems for measuring the impact of Partnership literacy initiatives across the network, including processes and practices for consistent collection of qualitative observation data
- Lead ongoing data inquiries to determine progress and needs of literacy initiatives, and support school leaders and teacher leaders in analyzing and responding to data with a gradual release orientation
- Oversee the implementation of digital platforms that supplement Tier 1 instruction, intervention and enrichment, and data practices

### Literacy Team Management & Leadership (20%)

- Lead Literacy Team strategic planning in alignment with org-wide initiatives and goals, manage the implementation of literacy initiatives, and monitor progress toward one-year and multi-year goals
- Manage a team of Directors, Coordinators, and site-based instructional Coaches to fully implement the Partnership's TK-12 literacy vision and initiatives, including key strategies and best practices related to curriculum, assessment, pedagogy, as well as intervention and enrichment

- Coach Literacy Team members in evolving their expertise in ensuring all students experience culturally, historically, and identity-affirming experiences in their literacy instruction
- Collaborate with Literacy Directors to design and facilitate Literacy Team biweekly meetings
- Model equitable team leadership, exhibiting the organization's DEI values in all aspects of the literacy team member's work internally, as well as with schools and partners
- Develop and manage multiple literacy team budgets

#### School & Teacher Leader Development (20%)

- In collaboration with other senior instructional leaders, build the capacity of school administrators through gradual release for whole-school transformation through implementing High Quality Instructional Materials, leading Partnership learning events, and differentiated leadership support at Partnership Priority Schools
- Lead the Literacy Team's execution of teacher leader cohorts for secondary and elementary
- Support Literacy Team members in ensuring school leaders and Instructional Leadership Teams build, implement, and monitor strategic plans that enable systems of success in literacy

#### LAUSD & Vendor Relationships (10%)

- Develop relationships with key LAUSD staff members and leadership in service of increasing schools' access to resources, removing obstacles that hinder transformation, and facilitating the implementation of High Quality Instructional Materials
- Provide support in changing or influencing revisions to restrictive district policies and practices related to literacy
- Manage relationships with industry leaders, curriculum developers, external professional development providers, contractors, and/or vendors in support of the Partnership's literacy vision, initiatives, and success

#### Transform Schools Team Leadership (10%)

- Model equitable leadership practices as a member of the Transform Schools Leadership Team
- Calibrate regularly with other senior instructional leaders to align on instructional supports and data practices, and to ensure Partnership schools experience the team as highly intentional and coherent
- Collaborate with instructional, school, and community-based teams, committees, and working groups to build on the interdependence of Literacy Team initiatives
- Collaborate with other senior Transform Schools team leaders to lead model-wide strategic planning in service of the Partnership's mission
- Participate in various systems change efforts to scale success and remove barriers to school transformation, in service of revolutionizing school systems
- Collaborate with the Director of Instructional Coaching on an annual capacity building sequence for literacy coaches

#### Organizational Advocacy & Fundraising (10%)

- Influence the Partnership's policy and practice work in the areas of Emerging Bilingual and Literacy Curriculum, including supporting advocacy campaigns, meeting with external leaders and elected officials, authoring external communications, leading webinars and presentations, and participating in coalitions
- Participate in grant development and donor stewardship events to support philanthropic fundraising efforts connected to the Partnership's literacy vision

## REQUIREMENTS & QUALIFICATIONS

- At least 10 years of successful full-time credentialed teaching experience in similar communities as the Partnership, with historical impact data
- At least 5 years of successful leadership experience within the school context (department or grade level lead, coach, coordinator, etc.), with historical impact data
- At least 2 years of successful leadership experience within a district context focused on multi-school literacy initiatives in service of school transformation (coach, department chair, administration, district literacy specialist, non-profit literacy leadership, etc.)
- A master's degree or other advanced degree relevant to the role
- Deep knowledge of the Common Core Instructional Shifts for Literacy and State Standards for English Language Arts, English Language Development, and Literacy in History/Social Studies
- Deep knowledge of Foundational and Disciplinary Literacy, High Quality Instructional Materials and pedagogy in Literacy, and state and site level comprehensive assessment systems
- Deep understanding of the science of reading across TK-12
- Knowledge of Culturally and Historically Relevant Education (CHRE), as well as identity-affirming curriculum and pedagogy
- Familiarity with Smarter Balanced Assessments and general assessment systems, foundational literacy reading level assessments, and assessing core-content progress toward mastery
- Understanding and knowledge of adult learning principles, with experience designing and implementing comprehensive and innovative professional development programs
- Extensive experience in observing and giving feedback on literacy instruction
- Experience leading and managing teams, with a demonstrated ability to set goals and progress monitor, create strong mentoring relationships and build capacity in others, and coach team members to sustainably implement educator- and student-centered leadership practices
- Experience managing multiple budgets and grants
- Strong interpersonal skills and the ability to work collaboratively with administrative, instructional, support, and Partnership staff
- Strong analytical skills, including the ability to utilize quantitative and qualitative analysis to support decision-making
- Excellent communication skills, both oral and written; experience writing for formal publications and presentations is preferred
- Strong technology background a plus; experience with and strong understanding of computer based literacy programs and software
- Ability to travel between school sites and the Partnership's home office

- A commitment to fostering a diverse, equitable and inclusive work environment for all team members, including in schools and with our partners
- A deep belief in the power of our communities, the Partnership's mission, approach, and core values

## ORGANIZATIONAL COMPETENCIES

All Partnership team members are expected to learn, grow, and model the following organizational competencies:

- Anti-racism: Acknowledges and actively seeks to disrupt the systemic racism that exists within educational systems and society which oppress the students and communities we serve
- Root Cause Analysis: Proactively makes time to examine the underlying causes of challenges, and identifies and addresses their root causes
- Long-Term Thinking: Focuses on long-term strategies and goals as the key to realizing the Partnership's mission of empowering all students with a high-quality education
- Teaming & Collaboration: Builds and contributes to a strong team culture that promotes a sense of belonging for all team members
- Psychological Safety: Feels freedom to express oneself openly and honestly, and to be one's authentic self
- Learning & Growth: Continually seeks to learn, grow, and improve in order to best serve our students and communities

## COMPENSATION & BENEFITS

The starting salary range for external candidates is \$148,750-\$161,875. The Partnership also offers a robust benefits package including employer-paid health, dental, and vision insurance for employees and their dependents; a 403(b) retirement program with employee match and vesting; parental and sabbatical leaves; a professional development allowance; and generous paid time off.

The Partnership's commitment to diversity, equity, and inclusion extends to our compensation practices. Our goal is to ensure that salaries are fair for all staff members who hold many intersectional identities, and we set salaries based on a robust compensation model grounded in consistency and transparency. Exact salary for this position is dependent on the relevant skills and experiences that the candidate brings to the role.

## COVID-19 VACCINATION REQUIREMENT

Partnership for LA Schools is a contractor with Los Angeles Unified School District and has implemented a Mandatory COVID-19 Vaccine Policy. All new employees are required to be fully vaccinated a week before their start date unless they are approved for an accommodation due to a medical reason or because of a sincerely held religious belief.

## TO APPLY

Please prepare your resume and a cover letter tailored to this position. You will submit your documents using our online application system here: <https://bit.ly/vp-of-literacy>

Research shows that women and individuals from systemically marginalized communities are less likely to apply to jobs unless they meet all of the qualifications. While this job description outlines the major responsibilities and requirements to be successful in this role, the Partnership is committed to considering all applicants who are passionate about our mission and can see themselves excelling in this role – including those with diverse and non-traditional work experience.

For technical assistance, assistance for applying with a disability, or questions, please email Lesley Moreno, Search & Talent Consultant, at [lesley.moreno@partnershipla.org](mailto:lesley.moreno@partnershipla.org).

### **EQUAL OPPORTUNITY EMPLOYER**

Partnership for Los Angeles Schools is an equal opportunity employer that is committed to – and actively pursues – diversity, equity, and inclusion in the workplace. The Partnership prohibits discrimination based on race (including traits historically associated with race such as hairstyle), creed, color, religion, registered domestic partner status, national origin, ancestry, sex, gender, gender expression, gender identity, sexual orientation, marital status, citizenship status, age, military and veteran status, medical condition, genetic information, political affiliation, pregnancy or childbirth, physical disability or mental disability, or any other basis protected by federal, state, or local law or ordinance or regulation. The Partnership also prohibits discrimination based on the perception that anyone has any of these characteristics, or is associated with a person who has or is perceived as having any of those characteristics.

This policy applies to all employment practices within our organization, including recruiting, hiring, placement, promotion, training, transfer, wages, benefits, termination, and all other privileges, terms, and conditions of employment.