

PORTLAND PUBLIC SCHOOLS

Human Resources

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Professional Learning Leadership Academic Programs Director

BASIC FUNCTION

Under the support and direction of the Senior Director of Professional Learning and Leadership (PLL), the Director of Leadership Programs is responsible for directing the staff and activities essential to the

Work both independently and collaboratively with diverse individuals, leveraging different strategies and interpersonal skills to move the work forward;

Manage details and the day-to-day implementation of multiple projects simultaneously and seamlessly

Build strong teams by developing individuals' skills, maximizing their strengths and providing regular feedback

Maintain the larger vision while also attending closely to immediate needs

Use electronic equipment for word processing, data management, information retrieval, visual and audio presentations, and telecommunications

EDUCATION AND EXPERIENCE

Must hold an active Oregon Administrative License issued by Teacher and Standards Practice Commission (or the ability to obtain licensure by the first day of employment).

A minimum of 8 years (3 years of experience as a central office leader, program director or leadership coach and 5 years as a principal). Experience with leadership development strategy, design and implementation.

Demonstrated experience of professional learning design and facilitation consisted with adult learning principles.

to retrieve and store files and supplies; lifting, pushing, pulling and carrying office equipment, supplies and materials weighing up to 25 pounds; repetitive hand movement and fine coordination to use a computer keyboard; hearing and speaking to exchange information in person or on the telephone; seeing to read, prepare and assure the accuracy of documents.

Remote Work Eligible ad-hoc