

NAME

Address ♦ Phone ♦ email ♦ LinkedIn

Education Executive **Tools for Transition Resume Sample**

Strategic, visionary educational leader who creates systems where none exist, or reforms and improves existing structures. Develops organizations into a national leader in their respective spaces. Understands and articulates macro and micro level impacts. Mission driven; keeps students at the forefront of decisions; believes love, connection, and humanity anchor the work.

Navigates politics and disparate interests, brings cohesion to previously fractured groups around a shared vision. Fosters culture rooted in robust data analytics and iterative strategy. Builds, manages, and scales high-performing teams. Secures resources necessary for impact.

Career Snapshot | Campus, District, State Leadership

System Design	Articulated and led strategic plan for early learning reform in <i>Confidential</i> ISD Designed statewide accountability system rooted in instruction and teacher-child interactions Co-developed and co-led implementation of <i>Confidential</i> ISD district theory of action
Instructional Impact	Increased 3 rd grade reading 10 points, five times faster than state's overall in same time period Developed model early learning school, achieving 91% of African American students on level Assisted with design and implementation of campus Faculty Growth and Evaluation Plan
Engagement	Served as chief spokesman to the Board, legislature, and community groups in each role Developed and helped win passage for various legislative instruments in two states
Finance & Operations	Responsible for \$220MM annual investment in <i>Confidential</i> ISD early learning program Created state's early childhood funding model (\$80MM) to inform legislative action Oversaw transition of \$50MM child care program from one state agency to another

Confidential Independent School District

Assistant Superintendent, Early Learning

2016 – Present

Lead strategic initiative for district to ensure all children are ready for kindergarten and are reading on grade level by third grade. Manage coaching, instruction, family engagement, operations, and home visiting teams (*200 people*). Responsible for PreK to 2nd grade programs in 150 elementary schools and 130 community partner classrooms serving 47,000 students (*\$220MM overall investment*).

Instructional Impact

- Doubled impact of having attended PreK on 3rd grade reading outcomes, from 7 percentage point impact to 14 points
- Improved percentage of PreK and K-2 classrooms at quality, as measured by CLASS, by 20 percentage points
- Articulated vision for K-12 curricular reform and co-led execution of curriculum development across all contents & grades
- Co-led districtwide engagement and feedback process to select new K-8 reading materials

Vision, Strategy & System Design

- Developed best-in-class coaching system while scaling from more than 30 coaches to more than 100 coaches
- Overhauled assessment strategy, reducing assessment time, implementing new assessments, and refocusing instruction
- Launched continuous improvement structure across Early Learning team to sustain improving results

Enrollment & Engagement

- Achieved annual increases in PreK enrollment, adding more than 3,500 students
- Doubled PreK partnerships with child care and Head Starts to more than 30 sites, 130 classrooms, and 2,100 students
- Developed family engagement strategy focused on relationships through teacher home visits, tripling number of visits overall

Confidential University, College of Education & Human Development

Ed Leadership Program Advisor, Adjunct Instructor (school finance)

2013 – 2017

Confidential Department of Education

Deputy Director, Early Childhood

2013 – 2016

Led strategy and implementation of reform to unify statewide early childhood system to improve outcomes for children birth to five. Managed policy, accountability, enrollment, and child care operations teams (*70 people*). Managed programs serving more than 30,000 children attending more than 1,500 schools.

Vision, Strategy & System Design

- Launched first statewide accountability system reporting results at the individual site level and broader community level
- Designed strategy for communities to increase enrollment options and reduce burdens on families
- Developed long-term path to improving teacher preparation and quality, particularly for child care

Management & Operations

- Increased service by nearly 10,000 children over four years through federal preschool grant (\$32MM)
- Led the child care subsidy team responsible for determining eligibility and managing benefits for more than 15,000 families
- Managed and supported six child care support agencies providing coaching to child care teachers and leaders statewide

Engagement

- Assisted with creating and launching early childhood advisory council to inform the state board
- Drafted and secured support for four new sets of early childhood policies resulting in passage by the state board

Confidential School for Math, Science, and the Arts

Board of Directors (2013 – 2016)

2005 – 2016

Director of Finance and Operations (2009 – 2013)

Served as CFO/COO for this state agency with an annual operating budget of \$10MM and capital outlay proposed budget of \$34MM. Developed and managed strategic plan, including new initiatives related to course offerings, recruitment, and faculty advancement and compensation. Led legislative advocacy, and served as primary liaison and negotiator with the Division of Administration.

Finance

- Designed per student, peer institution-referenced funding formula, resulting in increased funding
- Decreased dependence on state general funds from prior five-year average of 71% to 58% in three years
- Increased support from *Confidential* Foundation 2000% from \$10K to \$200K per year
- Received no audit findings

Operations

- Supervised completion of \$13MM construction and renovation project
- Developed capital outlay request that secured \$24MM funding from legislature for new dormitory
- Created first plan for emergency response training in school's history

Strategic Planning & Change Management

- Developed and implemented new strategic plan to reflect the living / learning community reorganization
- Led cultural change to become more student-focused

Confidential School for Math, Science, and the Arts, Director of Finance and Operations, Continued**Instructional Leadership**

- Planned the school's first instructional improvement-focused professional development
- Managed student performance data and conducted research to improve recruitment and retention

Legislation and Advocacy

- Created new organizational and budget structure that protected funding during statewide budget reductions
- Assisted with development of, and led advocacy for ACT 121 (2010), ACT 177 (2010), and ACT 656 (2010)
 - *Legislation secured funding from state Minimum Foundation Program and permanently added sophomore class*

Economics Instructor (2010 – 2013)**Mathematics Instructor and TA**, EXCEL Program & Summer School (2005 – 2010)*Confidential* Parish School Board**Advanced Mathematics Instructor, Leadership Team Member**

2007 - 2008

EDUCATION*Confidential* Center for the Management of School Systems, Residency, 2016**Master of Education in Educational Leadership (M.Ed.)***Confidential* University**Educational Specialist in Educational Leadership and Instruction (Ed.S.), 2013***Confidential* University, 2009**Master of Finance (MFIN)***Confidential* University, School of Science & Engineering, 2007**Bachelor of Science, Cum Laude**

Major: Cell and Molecular Biology

CIVIC*Confidential* State, Department of Family & Protective Services, Certified Foster Parent

Present

Confidential State, Department of Children & Family Services, Certified Foster Parent

2015 - 2016

COUNCIL FOR A BETTER *Confidential* STATE

Class of 2015

COURT APPOINTED SPECIAL ADVOCATE, CASA Volunteer

2011-2013