

EMPLOYMENT OPPORTUNITY
MISSISSIPPI DEPARTMENT OF EDUCATION
359 North West Street
P. O. Box 771
Jackson, Mississippi 39205-0771

Hinds County

POSITION ANNOUNCEMENT

EDUC-BUREAU DIRECTOR II

NON-STATE SERVICE POSITION

OFFICE OF TECHNOLOGY AND STRATEGIC SERVICES

Director of Digital Learning

Salary Range: \$74,119.09 - \$129,708.40

The Mississippi Department of Education (MDE) is seeking an Educ-Bureau Director II to serve as the Director of Digital Learning to lead the day-to-day implementation of the Mississippi Connects program. Mississippi Connects is a program to provide every public-school student in Mississippi with the technology to learn at school and at home. The unexpected need for distance learning provided Mississippi with an opportunity to reimagine the digital learning experience and create an innovative approach to getting students what they need to learn, whether in a classroom or at home. The Director of Digital Learning will report to the Chief Information Officer.

The Director of Digital Learning will provide leadership and oversight for professional development and technical support sufficient for students, teachers, and administrators and other staff to engage in grade-appropriate digital learning aligned with the Mississippi College- and Career-Readiness Standards and national educational technology standards. The Director of Digital Learning will ensure educators and other school/district staff receive professional development and other supports needed to increase their capacity to deliver high-quality digital instruction to all students that will improve student achievement. The Director of Digital Learning will collaborate with various district and school-based teams, instructional and digital learning coaches, teachers, MDE program offices and other partners.

The candidate for this position should possess the following characteristics:

- Self-motivated
- Learns quickly
- Innovative
- Able to foster and retain internal and external relationships
- Entrepreneurial
- Forward thinking
- Excellent communication and interpersonal skills in multiple social and cultural contexts

SPECIAL QUALIFICATIONS:

- Strong instructional background
- Extensive experience in
 - Developing and providing professional development for teachers and other school staff
 - Blended learning (including the use of digital content and industry certifications related to digital learning)
 - Instructional design
 - Leadership and project management

RESPONSIBILITIES WILL INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:

- Provide digital learning-related professional development, training and technical assistance to public-school districts, nonpublic schools, state agency schools, and State Board of Education-governed schools;
- Recruit, train and manage a team of Digital Learning Coaches deployed across Mississippi to support digital learning through professional development, training and technical assistance;
- Coordinate with MDE program offices with responsibilities related to Mississippi Connects – including professional development, instructional materials, and technical support;
- Coordinate with external professional development partners providing training related to Mississippi Connects;
- Plan, direct, coordinate, and evaluate the activities related to the implementation of Mississippi Connects;
- Coordinate with the MDE technical help desk and other feedback sources to ensure issues related to the implementation of Mississippi Connects are quickly and appropriately addressed;
- Oversee, collect data, and evaluate Mississippi Connects activities and outcomes related to digital learning, connectivity, professional development, and student outcomes;
- Develop and establish policies, procedures, and standards and make recommendation to the MDE Executive Leadership Team regarding the implementation of Mississippi Connects; Establish collaborative relationships and activities with MDE program offices and local school districts;
- Maintain a collaborative partnership with all institutions and organizations working to improve digital learning;
- Perform the personnel management and financial management function for the Digital Learning Office;
- Assist the State Superintendent and the MDE Executive Leadership Team;
- Solve new problems creatively, work autonomously and under pressure, and meet deadlines while remaining optimistic, energetic and passionate.

Experience/Educational Requirements:

A Master's Degree from an accredited four-year college or university; **AND** eight (8) years in the special experience defined below, four (4) years of which must have included line or functional administrative or advanced technical supervision.

OR

A Bachelor's Degree from an accredited four-year college or university; **AND** nine (9) years in special experience defined below; four (4) years of which must have included line or functional administrative or advanced technical supervision.

Special Experience:

Employment must have been in an administrative, professional capacity in an area of work related to the functional responsibility of professional development, digital learning, and instructional design. Where specialist certifications provide the primary sources of functional and technical knowledge for planning and accomplishing the mission of the Director of Digital Learning, the incumbent must also be certified and experienced in that profession. Work experience must have included supervising and coordinating a variety of functions.

Documentation Required:

Applicant must attach a valid copy of his/her certification, when applicable.

Applicants for the position must apply online at www.mspb.ms.gov. To inquire about this position, please contact John Kraman at jkraman@mdek12.org.

The deadline for application submission is November 16, 2020. Applicants selected for an interview will be contacted by phone or email.