

**PINELLAS COUNTY SCHOOL DISTRICT, FLORIDA**

PCSB: 0139  
Pay Grade: C12

FLSA: Exempt  
Administrative

<b>CHIEF STRATEGY AND IMPACT OFFICER</b>
<b>REPORTS TO:</b> Superintendent
<b>SUPERVISES:</b> Executive Director, Assessment, Accountability and Research Director, Strategic Communications Director, Strategic Planning and Policy Support Staff
<b>QUALIFICATIONS:</b> Master’s degree from an accredited college or university in a field related to the position and five (5) years of progressively responsible professional experience in education administration.
<b>MAJOR FUNCTION</b>
The Chief Strategy and Impact Officer is a critical member of the Superintendent’s Executive Leadership Team who leads the development and systemic coordination of organizational practices which align data, strategy, planning, communication and implementation to ensure increased district outcomes. In alignment with the district mission and vision, the Chief Strategy and Impact Officer leads teams to effectively identify, develop and communicate district priorities, strategies and initiatives that are supported by research and key performance indicators which drive positive systemic change and student outcomes.
<b>ESSENTIAL RESPONSIBILITIES</b>
<ul style="list-style-type: none"> <li>• Provides leadership, direction, oversight and support for a broad range of strategic and administrative areas including: Strategic Planning, Policy, Communications, Assessment, Accountability and Research.</li> <li>• Establishes and maintains a culture of high-expectations, equity and continuous improvement within assigned teams, through strategic and consistent support and accountability that incorporates open communication, ongoing feedback and professional learning.</li> <li>• Responsible for understanding PreK-12 school culture and is sensitive to competing demands placed on principals, schools, districts and community-based programs.</li> <li>• Models the leadership and follow-through necessary to build cross-functional teams throughout the district who work collaboratively on initiatives which are student-focused, innovative, researched-based and aligned with statutes, policies, standards and the District Strategic Plan.</li> <li>• Manages cross-functional divisional leadership to systemic results through the utilization of research, data, planning, innovation and ongoing communication with internal and external stakeholders.</li> <li>• Coordinates the systemic utilization of data- and research-based indicators to inform, drive change and assess progress for systems transformation aligned to improvement initiatives and goals.</li> <li>• Oversees the analysis and interpretation of data from multiple sources to ensure strategy development, action and communication occurs across the organization.</li> <li>• Organizes and presents facts and figures in a clear, concise and logical manner to internal and external stakeholders, including executive management.</li> <li>• Brings together diverse groups to build and communicate solutions for identified district opportunities for growth.</li> <li>• Works alongside district divisions to build cohesion, structures for support and feedback mechanisms which inform systemic practices and district-level policies.</li> <li>• Responsible for the work within and across departments and divisions to raise, amend and address district policy.</li> <li>• Oversees the development of the District Strategic Plan and other systemic reports and analysis for the Superintendent and Executive Leadership Team regarding the status and performance of the district.</li> <li>• Works in collaboration with Executive Leadership Team members to ensure organizational consistency aligned to the district strategic plan..</li> </ul>

## CHIEF STRATEGY AND IMPACT OFFICER

<b>ESSENTIAL RESPONSIBILITIES (Continued)</b>
<ul style="list-style-type: none"><li>• Works with Board Members and the Superintendent to connect district priorities, opportunities and needs to legislative platforms and actions.</li><li>• Serves as a member of the Superintendent's Executive Leadership Team and represents the district, as assigned, in internal and external relations, including serving as a liaison with high-level officials of government agencies, community organizations and private foundations.</li><li>• Performs and promotes all activities in compliance with equal employment and nondiscrimination policies; follows federal laws, state laws, school board policies and professional standards.</li><li>• Performs other related duties as required.</li></ul>
<b>TERMS OF EMPLOYMENT</b>
<p><i>Salary and benefits shall be paid consistent with the district's approved compensation plan. Length of the work year and hours of employment shall be established by the District.</i></p> <p><i>Performance of the job will be evaluated in accordance with provisions of the School Board's policy on evaluation of personnel.</i></p> <p><i>The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.</i></p>
<b>HISTORY OF JOB CLASSIFICATION</b>
ISSUED: 12/01/20; BOARD APPROVED: 12/15/20

**CHIEF STRATEGY AND IMPACT OFFICER**

<b>WORKING CONDITIONS &amp; PHYSICAL EFFORT:</b>	Seldom Or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds	X				
2. Lift objects weighing 21 to 50 pounds	X				
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds	X				
6. Carry objects weighing 21 to 50 pounds	X				
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time		X			
10. Standing up to two hours at a time		X			
11. Standing for more than two hours at a time	X				
12. Stooping and bending	X				
13. Ability to reach and grasp objects					X
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors				X	
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects	X				
19. Proofreading and checking documents for accuracy					X
20. Using a keyboard to enter and transform words or data					X
21. Using a video display terminal					X
22. Working in a normal office environment with few physical discomforts					X
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions	X				
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions	X				
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls	X				
26. Operating automobile, vehicle, or van	X				
27. Other physical, mental or visual ability required by the job	X				

Chief Strategy and Impact Officer – Administration