

# Louisiana Believes.

Position Title: Director – Strategic Planning  
Office of Portfolio  
Louisiana Department of Education

## ABOUT THE OFFICE OF PORTFOLIO:

The Department of Education's Office of Portfolio has three responsibilities:

- 1) School Choice, helping implement and evolve key parental choice programs like scholarships, charter schools and local charter authorizers;
- 2) Course Choice, helping develop an unprecedented array of high-quality course offerings through Louisiana's innovative Course Choice Program; and
- 3) Strategic Planning, helping develop and implement initiatives that will enable Louisiana students to improve their academic performance, become career ready for 21st Century jobs, and become lifelong learners.

## FUNCTIONS OF WORK:

To be responsible for driving the strategic planning for Portfolio and hence the Department of Education, creating vision documents for each major choice initiative. Creating and evolving strategic plans includes, but is not limited to: a) driving a match between the initiatives of program directors and statistical supply / demand analyses; b) monitoring developments in educational policy and practices nationwide; and c) understanding and supporting the Superintendent and Deputy Superintendent – Portfolio in formulating and documenting statewide education policy.

This job is a “hands-on” leadership position – this Director – Strategic Planning will be expected to create the deliverables Portfolio will use internally and with external stakeholders.

## EXAMPLES OF WORK:

- Work with the Superintendent, Deputy Superintendent and Chief of Staff to develop major policies and strategic plans
- Test policies and evolving strategies / policies over time, proactively raising issues, concerns or opportunities to the Deputy Superintendent
- Collaborate with the Chief of Staff to assure alignment between program developments and strategy . . . or, if misaligned, to determine if it is program work that needs to change or vision / strategy that needs to be altered / updated
- Facilitate input from and deliberate with Portfolio team members, Departmental team members and outside stakeholders in formulating and documenting strategy. This includes in-depth collaborations with each department / executive team leader to understand the strategies of each function, with the responsibility for indicating how these various team strategies combine to effectively address the LDOE's overall Louisiana Believes vision (and/or where there are gaps / discrepancies between stated strategy and the action steps of various internal departments)
- Evaluate developments in educational policy nationwide (and internationally) to stay current with innovations and policies that have potential implications for Louisiana students, families and teachers
- Work as directed on industry-wide studies and policy deliberations
- Create strategy documents / presentations, providing presentations internally and to external stakeholder groups
- Review and verify the accuracy of statistical analyses provided by the Manager – Statistical Analysis

- Review “gap analyses” of supply / demand imbalance, lead the effort to report on key findings and initiate action steps to address these imbalances
- Integrate statistical findings into the core strategic plans developed for the Department
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- Integrate statistical findings into the core strategic plans developed for the Department
- Serve on multiple DOE teams that address a wide range of policy issues, without compromising the timely completion of strategy deliverables
- Review and approve Portfolio team reports and plans as directed by the Deputy Superintendent

**PREFERRED QUALIFICATIONS:**

Either of the following will qualify:

1. An advanced degree (Masters, Masters in Business Administration or Doctorate) in a field that requires significant analysis, complex reasoning and effective writing (Business Administration, Economics, Education or similar field) with a transcript that indicates academic excellence, plus one year or more professional experience in a strategic planning position with a management consulting firm, policy organization (public or private) and/or educational enterprise (e.g. university, state or federal education department).
2. A baccalaureate degree in a field that requires significant analysis, complex reasoning and effective writing (Business Administration, Economics, Education or similar field) with a transcript that indicates academic excellence, plus three years or more professional experience in a strategic planning position with a management consulting firm, policy organization (public or private) and/or educational enterprise (e.g. university, state or federal education department).

For more information regarding this position, contact:

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