



ESCCO – COUNCIL OF GOVERNMENTS

OCALI

JOB DESCRIPTION

PROGRAM DIRECTOR – OUTREACH CENTER FOR DEAFNESS AND BLINDNESS

Minimum Qualifications:

- Master's degree with extensive experience in educational leadership
- Ohio Department of Education licensure in blind or deaf education
- Experience in change management
- Well-versed in learning and development solutions that build individual and organizational capacity for success and sustainability
- Knowledge and experience in project-based learning with specific understanding of concepts required for coaching adult learners
- Experience in building internal infrastructure required to keep pace with market trends and sustain projects developed
- Experience leading a cross-functional organization in executing projects from ideation to completion
- Product launch and lifecycle management experience
- Innovative thinker, strong initiative, driven to complete projects, and ability to leverage resources while maintaining focus on the global organizational mission
- Strong analytical, organizational, and problem solving skills
- Team player who values the success of the overall group
- Leadership experience in the area of visual impairment, hearing impairment, blind, deaf, or deafblind education preferred.
- Documentation of a clear criminal record in compliance with state statute
- Complies with drug-free workplace rules and Board policies

Note: This assignment may require a valid driver's license and access/availability of a reliable vehicle. Employees must meet all prerequisite and ongoing qualifications to be covered by the service center's insurance carrier.

FLSA Classification: Exempt

Reports To: Senior Director: Research, Quality Assurance, and Program Impact

Job Objectives:

Overseeing a statewide center for sensory disabilities that is designed to coordinate statewide professional development and technical assistance to support local education agencies (LEAs), students with sensory disabilities (visual, hearing, blind, deaf, deafblind), and their families. This statewide center is established within the Ohio Center for Autism and Low Incidence (OCALI), a project of the ESCCO funded by the Ohio Department of Education, Office for Exceptional Children.

Responsibilities and Essential Functions:

The following duties are representative of performance expectations: however, the list below is not ranked in order of importance.”

- Leads the establishment of a Center established to develop and coordinate services and resources that positively impact the educational achievement of students with sensory disabilities to be college and career ready.
- Manages a center focus on early literacy as well as educational and functional needs of students with sensory disabilities.
- Develops detailed plans and schedules
- Manages cross-functional teams involving the Center staff, consultants, and vendors
- Develops and oversees project budget and manage associated contracts
- Monitors project metrics for significant deviations in quality, cost, or schedule
- Leads design process merging knowledge of state and regional structures and systems and management expertise
- Oversees development of web-based platform
- Promotes the Center brand
- Leverages and develops partnerships both for production and overall project stewardship
- Communicates project status to organizational leadership and project sponsors
- Implements marketing and communications plan targeted to end users
- Works with evaluation team to establish reporting measures that evaluate program quality and impact
- Creates long-term sustainable business model that aligns with strategic priorities
- Conducts feasibility studies related to additional new products/services tailored to various customers
- Conducts market research and monitor competitive activity
- Contributes to organization’s strategic planning and change management
- Performs other specific job-related duties as directed by the Superintendent or his/her designee

“Job performance is evaluated according to the policy provisions adopted by the Governing Board of the Educational Service Center of Central Ohio.”

Conduct:

Each staff member shall remain free of any alcohol or non-prescribed controlled substance and abuse of any prescribed controlled substance in the workplace throughout his/her employment with the ESC.

Terms of Employment:

Each staff member shall serve as a role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings. Each staff member has a legal responsibility to help instill in students the belief in and practice of ethical principles and democratic values.

If applicable, it is the employee’s responsibility to maintain proper certification/licensure and to initiate the renewal process in sufficient time to receive the updated certificate/license prior to the expiration of the present certificate/license.

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