Under the direction of the Director III - iSTEAM, provides leadership and support in the planning, oversight, budget, and evaluation of assigned programs; assists programs to develop workplans, allocate resources, write grants, and achieve the mission of the Santa Clara County Office of Education; coaches and/or evaluates assigned staff.

ESSENTIAL DUTIES:

Oversees all functiol fArts programs or programs assigned by the Director.

Works closely with SCCOE internal programs for delivery of iSTEAM professional learning.

Collaborates with district and school administration to establish needs and facilitate professional learning planning.

Assesses needs in the educational environment and recommends, develops, plans, and coordinates strategies and deliverables for self, department, and collaborative teams.

Collaborates, coordinates, plans, and implements county-wide professional learning opportunities and special projects.

Supports the design and facilitation of networks and communities of practice throughout the department.

Stays current on content standards updates and textbook adoptions; supports districts and department teams in both areas.

Works closely with the Curriculum and Instruction Subcommittee, California Department of Education, and other regional and statewide organizations to support and promote alignment to curriculum standards and practices.

Develops and supports systems to measure professional learning outcomes and coordinates continuous

Supports the hiring process, onboarding, and

Participates in meetings for the purpose of subjects required to carry out administrative

Completes special projects as assigned.

Oversees grant coordination and monitoring

OTHER DUTIES:

Performs other duties as assigned.

KNOWLEDGE OF: