

**EDUCATION ACHIEVEMENT AUTHORITY (EAA)
CHIEF OFFICER FOR HUMAN CAPITAL**

About the Education Achievement Authority:

The Education Achievement Authority is a new statewide school system that will assume operation of the lowest 5 percent of performing schools in the state of Michigan that are not achieving satisfactory results on a redesign plan or that are under an Emergency Manager. It is designed to provide a new, stable, financially responsible set of public schools that create the conditions, supports, tools and resources under which teachers can help students make significant academic gains. It will first apply to underperforming schools in Detroit in the 2012–2013 school year and then be expanded to include low performing schools throughout Michigan.

For more information, visit <http://detroitk12.org/resources/eas>.

Overview of Role:

The Chief Officer for the Development and Management of Human Capital (Chief Officer for Human Capital) shall provide, under the direction of the Chancellor, the overall leadership and direction to the Human Capital division to maximize the strategic use of human resources throughout the Education Achievement Authority (EAA). The Chief Officer for Human Capital will be responsible for ensuring and delivering an uncompromising, progressive system of customer-focused services and solutions which leads to EAA and its employees achieving identified and mutually agreed upon goals and objectives.

The Chief Officer for Human Capital provides support and works with a sense of uncompromising cooperation with members of the Chancellor’s Cabinet to ensure a unified effort in the achievement of EAA’s goals and objectives.

Duties and Responsibilities:

- Direct and manage the division’s operational and strategic planning processes.
- Strategically source talent for the EAA, including principals, teachers, and central employees.
- Ensure the equitable allocation of human resources to EAA member schools.
- Provide leadership and direction to the Human Capital management team. Plan, direct, supervise and mentor staff relating to human capital work activities and strategic initiatives.
- Recommend, plan and implement policies, objectives and activities consistent with the EAA philosophy in order to ensure efficient and effective operations and increase productivity as measured by student performance outcomes.
- Regularly evaluate division performance relative to measurable student performance objectives.
- Advise managers and employees regarding personnel issues and organizational policy.
- Participate in EAA strategic, long-range planning processes.

- Develop performance management system for EAA staff, including performance evaluations and professional development, both of which are directly aligned to measurable student performance outcomes as determined by statistically significant student growth.
- Ensure for the annual evaluation of all EAA employees.
- Develop and execute a coordinated professional development strategy for EAA staff members.
- Develop creative strategies and/or programs to recognize and reward staff performance and retain staff.
- Generates a revenue source for performance pay incentives by working with community agencies, foundations, and/or by leading pursuit of competitive grant opportunities.
- Disaggregate and use systems data to make informed decisions about EAA's employees.
- Manage and lead activities related to employee relations and labor relations.
- Provide leadership for collective bargaining when and where appropriate.
- Develop, implement, and provide oversight for an uncompromising system of EAA employee accountability for effectively and efficiently performing the duties and responsibilities which they have been assigned.
- Develop, track and control the department's annual operating and capital budgets.
- Ensures that all EAA employees are treated with a sense of dignity, respect, and a sense of fairness in order to promote and maintain a high functioning system of schools.
- Facilitate regular communication with employees to inform employees about EAA activities, foster a collective responsibility for the work, enhance employee morale, and maintaining open lines of communication and transparency.
- Provide respective EAA divisions and EAA member schools the flexibility and autonomy to hire the best and brightest employees necessary to achieve the goals and objectives of the EAA while concurrently holding them accountable for achieving statistically significant increases in student performance outcomes.
- Ensure compliance with district policies and practices as well as federal, state, and local statutes and regulations.
- Perform other duties as assigned by the Chancellor.

Qualifications:

Education:

- Bachelor's Degree in Human Resources or a related field. Master's Degree strongly preferred.

Experience:

- Qualified applicants must have seven (7) years of progressive experience in human resources or a related field. Must have a minimum of five (5) years of management experience.
- Must demonstrate the following skills and/or knowledge:

- Computer skills, including experience with MS Office Suite applications
- Knowledge of human resources best practices
- Experience in creating and implementing strategic plans
- Experience in the effective use of human resources metrics such as balanced scorecards, key performance indicators etc.
- Experience in process mapping and continuous improvement techniques
- Experience with managing outsourced human resources services and processes
- Broad experience in employee relations, labor relations, project management, coaching, recruitment, organizational development, performance management, training, compensation and benefits and classification and selection
- Strong interpersonal, written and oral communication skills
- Analytical and problem-solving abilities
- Ability to effectively prioritize and execute tasks
- Experience working in a team-oriented, collaborative environment
- Strong negotiation skills
- Discretion working with confidential information required.
- Self-motivated and directed; able to take initiative with projects.

Additional Qualifications:

- Collective bargaining experience preferred.
- PHR or SPHR certification preferred.
- Must have an exemplary attendance record.
- Must be able to verify whether U.S. citizen, resident alien, or otherwise authorized to accept employment in the U.S.
- Must be physically able to perform the duties and responsibilities outlined with or without accommodations.

Reports to: Chancellor

Salary: Salary and incentive-based pay commensurate with experience. Comprehensive benefits package includes medical, dental, vision, and life insurance coverage.

Method of Application: Interested candidates should submit a cover letter and resume to MichiganEAAJobs@gmail.com. Please indicate the position title as the subject. Candidates may be asked to provide additional materials during the interview process, including official transcripts and letters of reference. Applications will be accepted until the position has been filled.

The Education Achievement Authority does not discriminate against, deny benefits to or exclude participation by any person in its programs, activities, or employment on basis of race, sex, color, national origin, creed, religion or handicap.