

CHIEF OF SCHOOL CULTURE, CLIMATE, AND SAFETY

DEFINITION

Directs, oversees, plans, develops, and maintains a comprehensive District-wide student and school culture, climate, and safety program.

TYPICAL DUTIES

- Oversees and advises on the District-wide development, integration, implementation, and evaluation of initiatives related to student and school culture, climate, and safety.
- Provides strategic direction to District leadership to ensure student and school culture, climate, and safety, and maintain a consistent and unified approach.
- Advises and confers with executive management regarding the development and implementation of comprehensive safety and emergency management training programs.
- Directs the research, evaluation, and pursuance of grants and supplemental funding to enhance student safety.
- Evaluates school culture, climate, safety and security guidelines to optimize utilization of resources to meet school-based needs.
- Serves as the primary liaison with various law enforcement agencies and other outside partnerships that serve the District to establish, develop, and monitor best practices related to student and school safety, threat assessment, and other potential critical incidents.
- Coordinates with various divisions to conduct periodic surveys of school sites to assess vulnerabilities and to ensure that safety and security measures are in place.
- Directs staff and administers the budget, controls expenditures, and allocates resources of the Office of School Culture, Climate, and Safety.
- Makes presentations to the Board of Education, special committees, and District representatives.
- Supervises the restorative practices of the District.
- Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

The Chief of School Culture, Climate, and Safety directs and oversees the district-wide student and school culture, climate, and safety program.

The Chief of Police plans, organizes, and directs the program of the District School Police Department.

The Director of Environmental Health and Safety is the District's senior manager responsible for planning, development and implementation of environmental compliance, environmental health, occupational health and safety, and site assessment programs aimed at ensuring the health and safety of students and staff.

SUPERVISION

The Chief of School Culture, Climate, and Safety reports to the Superintendent of Schools. Supervision is exercised over senior management, management, administrative, and clerical employees.

CLASS QUALIFICATIONS

Knowledge of:

Principles, procedures, and standards of institutional safety and emergency management
District policies and procedures, goals and objectives, organizational structure and functions, and negotiated contracts, and educational programs
Communication systems, tools, and resources for safety and emergency management
Administrative practices and procedures within the District
Collaborative problem-solving methods
Restorative practices
New and developing trends in security and emergency preparedness and response systems
Principles and practices of merit system provisions, organizational development, and supervision
Principles of organization, personnel management, and progressive disciplinary procedures

Ability to:

Manage and resolve conflicts and promote cooperation
Foster collaborative partnerships
Review and evaluate project deliverables and the effectiveness of plans and programs
Delegate and monitor a variety of tasks through subordinate staff
Make, support, and explain recommendations and decisions
Manage, develop, and evaluate the performance of staff
Prepare and manage budgets
Work effectively and diplomatically, and maintain good relations with a wide variety of individuals and groups
Communicate effectively both orally and in writing
Formulate and revise organizational policies and methods

ENTRANCE QUALIFICATIONS

Education:

Graduation from a recognized college or university with a bachelor's degree, preferably in emergency management, criminal justice, business or public administration, social science, or a related field.

Experience:

Five years of executive or management level experience with student safety, climate, and culture; and/or implementation of safety and emergency management plans or programs for a large agency or school district.

Special:

A valid California Driver License and the availability of private transportation, or the ability to utilize an alternative method of transportation.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and /or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

New Class
05-02-19
RGK/PJO