



Tennessee State Board of Education: Director of Policy and Academics

The Tennessee State Board of Education ("State Board") is seeking a full-time Director of Policy and Academics to provide leadership and strategic support in all aspects of the State Board's policy agenda and to manage the legislatively required review of K-12 core academic standards. The Director will report to the Deputy Executive Director of Policy and Research and serve as a leader on the policy and research team, focused on the State Board's policy and research work in alignment to the State Board's Master Plan. In this role, the Director supports the State Board staff and members as it relates to all aspects of K-12 education policy, including, but not limited to academic standards, graduation requirements and course substitutions, educator licensure and preparation, professional assessments for educators, early literacy and numeracy, promotion and retention of students in the early grades, and educator evaluation and compensation. This will entail developing a deep understanding of current policy requirements. It will also mean building and supporting partnerships with district leaders, state agencies, state and national advocacy groups, and research organizations to assess needs and identify best practices.

This position provides an important opportunity to ensure Tennessee continues to adopt policies and standards that are in the best interest of students through advancement of the goals articulated in the State Board's [Master Plan](#).

About the Tennessee State Board of Education

The [State Board](#)'s mission is to ensure policies and systems are in place so that all Tennessee students are prepared for success after graduation. We work closely with the Tennessee Department of Education, local school districts, and stakeholders across the state to ensure equity, oversight, and transparency in K-12 education policy. Additionally, the State Board is charged by law with complete jurisdiction over the issuance of K-12 educator licenses in Tennessee.




Job Responsibilities

The Director of Policy and Academics is responsible for the following:

- Provide leadership to support the State Board's K-12 policy agenda, including:
 - Develop and maintain a deep understanding of all State Board rules and policies and related state laws.
 - Engage with national and state research and advocacy partners to stay up-to-date on relevant policy issues, best practices, and potential policy solutions.
 - Advise the board staff leadership team on mission critical and timely policy issues.
 - Review and provide substantive feedback on draft policy recommendations brought to the board by the Tennessee Department of Education and other state agencies ahead of quarterly meetings and special called meetings.
 - Evaluate policy recommendations brought forth by external agencies and individuals and determine the most appropriate course of action.
 - Work closely with the Director of Research to execute timely and relevant research on key policy topics.
- Provide leadership to support the board's engagement in K-12 academic standards, including:
 - Manage the review of instructional materials waiver requests and relevant engagement with the Tennessee Textbook and Instructional Materials Quality Commission.
 - Lead the facilitation of core academic standards review and revision following legislatively mandated processes, including:
 - Develop a Request for Proposals (RFP) to select a vendor to complete a comprehensive public feedback survey on current standards.
 - Engage with content experts to support all aspects of the review and revision process.
 - Develop and implement an application process to recruit educators to serve on Educator Advisory Teams.
 - Develop and implement a communications plan to ensure a broad spectrum of stakeholders provide feedback on standards.
 - Engage with the Deputy Executive Director of Legislative and External Affairs to support appointments to the Standards Recommendation Committee.
 - Facilitate convenings of the Standards Recommendation Committee.
- Prepare and present changes to rule, policy, and academic standards to the Board, as requested.
- Provide timely and relevant information to support legislative and media requests.
- Represent the State Board on committees either created by the State Board or in which State Board participation has been requested.
- Communicate with the public and external stakeholders to support understanding of the State Board's rules, policies, and Master Plan.
- Manage other special projects as assigned.

Qualifications





We are seeking candidates who have:

- Experience in education policy research, analysis, and development.
- Classroom, school, and/or district level experience.
- Strong research and writing skills, as well as excellent oral communication skills.
- Strong personal presence and superior communication skills necessary to interact and develop positive professional relationships with internal and external stakeholders.
- Strong organizational skills and a keen attention to detail.
- Proven ability to produce high-quality work both independently and as part of a team.
- A demonstrated commitment to meeting and exceeding expectations, and a history of achieving stated objectives while managing varied, competing matters and projects.
- Aptitude to work in a collaborative, collegial, and respectful manner, and to maintain positive and professional relationships with coworkers.
- Commitment to teamwork, collaboration, transparency, and public service.

A Bachelor's degree and at least 5 years of experience working in education and/or education policy is required. A Master's degree or higher in education, public administration, or public policy is preferred. Experience working in or with government agencies, or prior experience working directly with a board are a plus, but not required.

The State Board's office is located in Nashville, Tennessee, and operates under a hybrid working arrangement that includes both in-office presence and remote work. Applicants must be located in or willing to relocate to the middle Tennessee/Nashville area.

Salary

Salary for this position is between \$87,300 - \$95,000 based on experience and education. In addition, a comprehensive [benefits package](#) is included.

How to Apply

Please send a cover letter and resume to Michael.J.Deurlein@tn.gov.

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.

