

## **MPS Performance and Quality Improvement Manager**

**Position Overview:** It is expected that the District Performance and Quality Improvement Manager position will work closely with the American Society for Quality in creating, coordinating and implementing district-wide efforts to ensure that performance management (PM) and quality improvement (QI) programs are aligned to budget and become the driving force to increase student achievement, family and community engagement and effective and efficient operations. The Performance Manager will be responsible for creating the district's Performance Goals and corresponding action plan to implement them district-wide. The performance manager will develop programs that are developed and managed using a data-driven focus that set priorities for improvements with close alignment between budget and ongoing strategic initiatives.

### **Reports To: Chief Financial Officer**

### **Knowledge, Skills, and Abilities:**

- Familiarity with the K-12 model;
- Demonstrated leadership capability;
- Fully versed in the field of Performance Management;
- Expertise in the area of budget development;
- Practical experience in the field of Performance Management;
- Strong command of technology, including database management, data collection and analysis;
- Developing effective goals aligned to the mission, vision and strategic areas of the district;
- Coordinating the efforts of senior staff and other district leadership relative to performance management;
- Ability to communicate effectively to a variety of audiences;
- Professional development experience.

### **Job Functions:**

- Builds, directs, manages, and ensures implementation and effectiveness of the district's Performance Management and Improvement System;
- Implements a performance management and improvement process that leads to a positive and measurable impact on Milwaukee Public Schools and the students it serves;
- Researches and designs appropriate district-wide performance and quality training;
- Collaborating with the ASQ (American Society for Quality) and other national performance management organizations whenever possible;
- Increase the performance management and quality improvement capacity of the district in order to assure the district goals of increased student

- achievement, family and community engagement and efficient and effective operations are met;
- Establishes a continuous performance and quality improvement effort and monitoring and reporting system;
  - Regularly reports the status of performance and quality improvement efforts and impacts;
  - Coordinates and prepares a district accountability report aligned to the MPS Strategic Plan and budget;
  - Provides leadership and coordination for improving the district's core functions.

**Minimum Requirements:** Bachelor's Degree in Business Management; Master's Degree in a related management field or MBA preferred; 3-5 years experience in performance management related work.