

KERN COUNTY SUPERINTENDENT OF SCHOOLS
APPROVED AUGUST 2026
SALARY SCHEDULE: #26
CLASSIFIED ADMINISTRATIVE – OVERTIME EXEMPT
CODE: 6, 8

CONTENT COORDINATOR – CALPADS AND ACCOUNTABILITY
Kern Integrated Data System (KiDS)

DEFINITION

Under general supervision, the Content Coordinator – CALPADS and Accountability will lead, coordinate, and support CALPADS and state accountability systems across Kern County districts with a focus on data integrity, technical assistance, training, and compliance with state and federal reporting requirements, including the Local Control and Accountability Plan (LCAP) and Federal Program Monitoring (FPM).

EXAMPLES OF DUTIES

design, facilitate, and lead the county CALPADS and assessment networks to coordinate shared learning and collaboration among district representatives;

troubleshoot CALPADS data issues and verify the completeness, accuracy, and timeliness of data extracted and loaded from Student Information Systems;

support district leadership in interpreting and applying accountability data to school improvement planning and continuous improvement;

coordinate the onboarding and data system implementation of the Kern Integrated Data System with county offices of education, including gathering district requirements across KiDS modules;

analyze and interpret data to produce custom reports, visualizations, and presentations that support decision-making and program evaluation;

design and deliver professional development, training, and resources on CALPADS, accountability systems, and data analysis to build sustained district capacity in data-informed decision-making;

support districts in meeting state and federal program requirements, including LCAP, FPM, LCFF, Title I, and Title III;

serve as a regional resource and liaison on state accountability system changes, assessment requirements, and evolving data reporting standards;

collaborate with internal county office teams and establish working relationships with the California Department of Education (CDE), CSIS, SIS vendors, assessment providers, and district leadership;

support compliance with state and federal privacy laws to protect the confidentiality of student and district data;

develop policies, procedures, and documentation related to CALPADS data and accountability in collaboration with the Executive Director;

participate in and contribute to county networks, collaborative workgroups, and professional learning communities;

perform other related duties as assigned.

QUALIFICATIONS

Knowledge of:

CALPADS regulations, reporting requirements, and certification processes;

California state and federal accountability systems, including the California School Dashboard, LCAP, LCFF, Federal Program Monitoring, and Title programs;

data privacy laws and confidentiality standards, including FERPA and California Education Code requirements;

student Information Systems, data management, visualization, and reporting tools, including SQL, Excel, and Power BI;

statistical concepts and project management practices used in educational research and program implementation.

Ability to:

Lead and coordinate CALPADS and accountability work across multiple districts and county departments;

analyze and interpret data and develop reports, visualizations, and presentations for diverse stakeholders;

design and deliver professional development and training to district personnel;

supervise, train, guide, and evaluate assigned personnel;

communicate effectively, both orally and in writing, with technical and non-technical audiences;

organize work, manage multiple priorities, and meet established timelines while maintaining confidentiality of sensitive information;

work independently while contributing effectively within collaborative teams.

Experience:

Must have at least four (4) years of progressively responsible experience in CALPADS, educational data systems, accountability reporting, or a closely related field.

Demonstrated experience leading county or district-level data or accountability initiatives.

Experience designing and delivering professional training to district personnel.

Experience advising district or county leadership on state and federal compliance preferred.

Education:

Bachelor's degree in education or closely related field is required.

Master's degree preferred.

Conditions of employment:

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification

within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position is overtime exempt and has a probationary period of one year.

CP:rn

8/6/2026

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