

**KERN COUNTY SUPERINTENDENT OF SCHOOLS
APPROVED SEPTEMBER 2026
SALARY SCHEDULE #92
CLASSIFIED ADMINISTRATIVE – OVERTIME EXEMPT
CODE: 6, 8**

DIRECTOR – STRATEGIC PARTNERSHIPS AND IMPLEMENTATION

DEFINITION

Under the general direction, the Director of Strategic Partnerships and Implementation collaborates, coordinates, facilitates with community, educational, and institutional partners to ensure cohesive partnerships, successful implementation of assigned programs and initiatives, and positive awareness of the organization and its work within the community and across partner organizations.

EXAMPLES OF DUTIES

Coordinate community relations, partnership, and initiative implementation activities;

facilitate existing relationships and cultivate new contacts with community, educational, and institutional partners;

serve as a liaison between the organization and partner districts, institutions, and agencies;

facilitate cross-sector planning and collaboration among internal divisions and external partners;

support the design, implementation, and continuous improvement of assigned programs and initiatives;

coordinate and participate in the development of dual enrollment implementation and frameworks;

coordinate data collection, evaluation, and reporting activities related to assigned programs and initiatives;

plan, develop, implement, and organize events, convenings, and outreach activities to advance the mission and goals of the organization;

coordinate communication and collaboration between community and partner organizations and various divisions within the organization;

collaborate with the Executive Director and organizational leadership to ensure continuity and cohesiveness of organizational identity and messaging;

represent the organization and the office of the county superintendent on community, regional, and state committees, boards, and initiatives;

support technical assistance, coaching, and professional learning opportunities for partner organizations and staff;

document progress, outcomes, promising practices, and lessons learned, and contribute to organizational resource development;

support the pursuit and administration of local, state, federal, and regional funding opportunities that sustain organizational programs and initiatives;

performs other related duties as assigned.

QUALIFICATIONS

Knowledge of:

Program and partnership development, coordination, and implementation practices;

data collection, evaluation, and reporting practices;

strong verbal and written communication skills;

superior interpersonal skills and ability to work extremely well as part of a team;

current dual enrollment practices and policies;

demonstrated knowledge of working with local, county, and state community and institutional partners.

Ability to:

Coordinate cross-sector planning and collaboration among diverse partners and stakeholders;

work well under pressure and manage sensitive or controversial subjects, and time-sensitive matters, with tact, kindness, and professionalism;

work with a minimum of supervision;

effectively structure, organize, and systemize tasks, timelines, and activities;

articulate ideas and information effectively to others;

demonstrated ability to work with diverse individuals and groups.

Experience:

Minimum of five (5) years of experience working on projects involving community engagement, partnership development, or program coordination, with at least (3) three of those years involving direct oversight and responsibility.

Education:

Bachelor's degree from a (4) four-year accredited university.

Master's degree in education, public administration, or a related field 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

8/28/2026

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