

**PLEASE CIRCULATE**

**JOB ANNOUNCEMENT**

**Director Oklahoma Department of Career and Technology  
Education**

**The State of Oklahoma/Region**

Oklahoma is located in the South Central region of the United States, and at 69,916 square miles is the 20<sup>th</sup> largest state based on land area. With an estimated population of nearly 3.8 million, Oklahoma is also the 28<sup>th</sup> most populous of the 50 states. The state's name is derived from the Choctaw words *okla* and *humma* meaning "red people," and is also known informally by its nickname, *the Sooner State*. It was formed by the combination of Oklahoma Territory and Indian Territory on November 16, 1907, and Oklahoma was the 46<sup>th</sup> state to enter the union. The state is a major producer of natural gas, oil, and agriculture, and ranks 2<sup>nd</sup> in the nation for production of natural gas, is the 27<sup>th</sup> most agriculturally productive state, and 5<sup>th</sup> in production of wheat. Oklahoma relies on an economic base of aviation, energy, telecommunications, and biotechnology. It has one of the fastest growing economies in the nation; ranking among the top states in per capita income growth and gross domestic product growth. The state is considered to be one of the most business-friendly states in the nation with the 7<sup>th</sup> lowest tax burden.

The State of Oklahoma has an impressive array of arts, cultural resources, indoor and outdoor sports, professional and collegiate sports teams. Numerous educational opportunities, colleges, universities, airport, rail and other transportation, and a variety of medical and healthcare organizations are available throughout the state. A detailed listing of local and state-wide resources can be provided upon request.

Oklahoma is a constitutional republic with a government modeled after the Federal Government of the United States, with Executive, Legislative, and Judicial branches. The state has 77 counties with jurisdiction over most government functions within each respective domain and five congressional districts. The Legislature consists of the Senate (48 members) and the House of Representatives (101 members). The Judicial branch consists of the Oklahoma Supreme Court, Court of Criminal Appeals, and 77 District Courts that each serve one county. The Executive branch consists of the Governor, their staff, and other elected officials. The Governor is the principal head of government and the chief executive of the Executive branch. The state budget for 2013 is approximately \$6.6 billion with a staff /employee allocation of about 69,000. Mary Fallin was elected as the 27<sup>th</sup> Governor for the State of Oklahoma in November, 2010, and is the first female Governor elected by the state.

## **The Department and Director of Career and Technology Education**

The State of Oklahoma provides a comprehensive system of career and technology education that significantly contributes to the State's economic development and quality of life. The Oklahoma system is often used as a model for programs across the United States and around the world. The Oklahoma Department of Career Technology Education (Career Tech) provides leadership and resources to ensure standards of excellence throughout the statewide system. The system offers its programs and services throughout nearly 400 public school districts, 29 technology centers with 57 campus sites and 16 skills centers located in correctional facilities. Each technology center works closely with advisors from local industry to ensure that students learn the skills needed to be valued members of the workforce.

Annually, enrollments in Career Tech are about 500,000. Career Tech provides nationally recognized competency-based curriculum, education, and training for a myriad of specialized and customized courses and training opportunities. The curriculum is developed with the input of industry professionals, using skills standards to identify knowledge and abilities needed to master a specific occupation. The Oklahoma Department of Career and Technology Education is also well known as a leader in the nation in the development of Career Clusters which group occupations together based on commonalities. Schools use these clusters as an organizational tool to help students identify pathways from secondary school to career and technology education, colleges, graduate schools and the workplace.

The Director is appointed by and reports to the Oklahoma Career and Technology Education Board. Board members are appointed by the Governor and confirmed by the State Senate. The Board has nine (9) members including the State Superintendent of Public Instruction who serves as the Chairperson of the Board, two (2) members from the State Board of Education, a representative of each of the Congressional Districts and one (1) member at large. The current Chairperson is Dr. Janet Barresi.

In general, the Director is responsible for planning, directing, organizing and controlling the activities of Department through his/her management team and other key staff.

Typical duties and responsibilities of the position include:

- Provide exemplary leadership to Oklahoma's Career Tech education system and serve as the Chief Executive Officer of the Oklahoma Department of Career and Technology Education.
- Provide strategic leadership to the Career Tech education system and the Oklahoma Department of Career and Technology Education by ensuring that goals and systems are in place to achieve the mission.
- Maintain and foster open communications between the state's Career Tech system and business and industry.

- Provide statewide input concerning technical education and training necessary to meet the Oklahoma workforce needs.
- Keep the Board fully informed on the condition of the system and on all the important factors influencing it.
- Select staff capable of carrying out the Career Tech mission; delegates authority to complete duties assigned and oversees the accomplishment of those assigned responsibilities.
- Promote the Career Tech mission through continuous quality improvement, best practices, good staff training and support, and clear communications.
- Assume other duties and responsibilities as assigned

## The Candidate

### Education and Experience

- Possession of a Master's degree required. Additional preference may be given for a Doctorate in education or other relevant field.
- At least five to ten years of experience in executive and leadership positions including managing and supervising organizations of significant size and complexity.
- Applicant must either currently possess, or be able to obtain, a valid Oklahoma Superintendent's Certificate within a reasonable period of time from hire. A Career and Technology Center Administrator's Credential would be an added plus.

### Knowledge, Skills and Abilities

The successful candidate should have strong leadership, communication, and interpersonal skills as well as excellent presentation and organizational abilities. This person should also have demonstrated knowledge and skills in:

- The principles and practices of public administration and Career and Technology Education.
- Legislative process and policy decision making including working with elected officials, local, state and federal agencies, business/industry and the general public.
- A hands-on understanding of local/state/federal government or other organizations such as education, public/not-for-profit, private business sectors or organizations of similar complexity.
- The ability to develop and sustain strong networks with local, state and national leaders.

In addition, he/she should be articulate, forward thinking, able to provide clear and effective strategic leadership, have a strong business orientation and a good professional presence. The ideal candidate should also be energetic, able to build consensus and partnerships and have good political acumen. They should also be an innovative leader who will enhance the current mission and services of the State of Oklahoma and the Department of Career and Technology Education.

## Compensation

The salary for this position will be commensurate with education, experience and qualifications. The State of Oklahoma also offers an excellent fringe benefits package including such benefits as health, dental, life and disability insurance; flexible benefits plan; teacher's retirement; vacation/sick leave; paid holidays; an employee assistance program (EAP); and flex-time options. More details will be available upon request.

## How to Apply

If you are interested in this outstanding opportunity, please submit a detailed resume as soon as possible to:

Robert Neher, FACHE, President or  
Lawrence Davenport, EdD, Executive Vice President

### Neher & Associates

3790 Millerton Place  
Suite 100  
West Sacramento, CA 95691  
Telephone: (916) 443-2421  
Cellular: (310) 809-0618  
Facsimile: (916) 443-5949

Applications are preferred electronically at: [robertneher@executivesearchneher.com](mailto:robertneher@executivesearchneher.com)

Should you have any questions with regard to your own interest, or a recommendation of a colleague, please contact us at the numbers above. The position will be open until filled; however leading candidate applications will likely be initially reviewed with the Career Tech Board in December, 2012 with interviews scheduled with the Board by early to mid January, 2013.

*The State of Oklahoma is an Equal Opportunity/ADA Employer; female, minority and disabled candidates are encouraged to apply.*