**Performance Improvement Specialist**  
**Wilburton Administrative Office**

**Primary Function:**  
This position reports to the deputy superintendent and is assigned responsibility for managing and coordinating organizational efforts to ensure performance management and to ensure that quality improvement projects are developed and managed using a data-driven focus that identifies priorities for improvements aligned with ongoing strategic initiatives. The Performance Improvement Specialist will strive to be an active participant in educational and professional growth for the welfare of the school system and to be public, civic, and professionally affiliated.

**Minimum Qualifications:**  
Minimum requirements consist of a Bachelor’s Degree, Master’s Degree preferred, and five (5) years experience in strategic planning, vocational/technical education, school administration; or a combination of equivalent experiences. Career Readiness Certification is preferred. The incumbent must be willing and able to perform all job-related travel normally associated with this position.

**Deadline for Applying:** January 15, 2014  (Interviews by invitation only.)  
A skills exercise will be required.

**Starting Date:** To be determined.

**Salary:** Based on KTC Salary Schedule.

All applicants must submit a letter of application, a complete employment application, transcripts, educational certifications and resume’ including complete employment experience, verifiable references and other appropriate information. Information should be sent to:

**Jay R. Warren**  
Kiamichi Technology Centers  
P.O. Box 548  
Wilburton, OK  74578  
(888) 567-6807

Applications and a complete job description may be obtained at the Wilburton Administrative Office, your nearest KTC campus, in the Human Resources section at [www.ktc.edu](http://www.ktc.edu) or jwarren@ktc.edu.

Kiamichi Technology Center does not discriminate on the basis of race, color, religion, sex, national origin, age, genetic information or disability, or veteran status. Inquiries concerning this policy may be referred to: Compliance Coordinator, PO Box 548, Wilburton, OK 74578. (888) 567-6807.