



Director

The Legislative Education Study Committee (LESC) is a permanent bipartisan, bicameral interim committee, composed of 31 legislators (10 voting and 21 advisory). The LESC conducts a continuing study of education in New Mexico, including the laws governing such education, the policies and costs, and the training of certified teaching personnel in New Mexico's post-secondary institutions. The LESC recommends funding levels for public education, changes in laws relating to education, and reports its findings and recommendations.

During the interim the director assists the chair and the LESC in developing a work plan and setting meeting agendas. During the legislative session the director assists the chairs of the Senate Education and House Education committees, and ensures LESC staff analyze education bills in a suitable time frame.

The director is responsible for the coordination and organization of the LESC staff: assigning research blocks to analysts, ensuring administrative duties are covered to enable the effective operations of the agency, overseeing the development of proposed LESC legislation, conducts staff meetings, and establishes training opportunities. The director oversees the annual LESC budget preparation, including seeking approval from the LESC and ensuring the LESC remains within budget.

The director serves as liaison between the committee and other appropriate education agencies and organizations. The director attends and participates in meetings, workshops, budget hearings, and other necessary functions on behalf of the LESC. The director is a member of the Public School Capital Outlay Council. The director performs other duties as assigned by the committee.

Essential Qualifications

- Master's degree in a relevant field;
- 5 years of relevant professional experience;
- 5 years supervisory/leadership experience;
- Ability to work under pressure;
- Excellent oral and written communication skills.

Preferred Qualifications

- Knowledge of New Mexico's public education system;
- Knowledge of public school law.

Compensation

The director works at the pleasure of the committee. Annual salary will be commensurate with experience and education; position includes a comprehensive benefits package available to state employees.

Application Procedure

Persons interested in applying for the LESC Director position are to submit the following information:

- 1) letter of interest specifically addressing the qualifications described in this announcement;
- 2) a current resume;
- 3) a list of professional references;
- 4) responses to committee questions on the following page.

Application packages to be sent via email to:

Shawna.Casebier@nmlegis.gov

**Application Deadline:
October 9, 2024**

Committee Questions:

- I. Why is incorporating culturally relevant practices important for the work of the LESC?
- II. What are the two most important changes needed in New Mexico to improve educational outcomes?
- III. How should the work of the LESC impact public policy?
- IV. Hiring, supervising, and evaluating staff is an important aspect of the LESC director's responsibilities. Describe your management style and how you would communicate with LESC members about staffing, morale, and evaluations?