

August 2023

*LAUSD invites applications for
the position of*

DEPUTY CHIEF PROCUREMENT OFFICER

Salary up to \$202,600/year



www.lausdjobs.org

■ About The Position



Reporting to our Chief Procurement Officer, our Deputy Chief will assist with planning and directing the procurement and contracting activities of our Procurement Services Division. The Deputy Chief will manage day-to-day operations through the managers and supervisors of the branches that comprise this Division. The three branches within the Division are tasked with purchasing goods and commodities, drafting and implementing contracts for diverse types of goods and services, managing material management, and overseeing warehousing and delivery logistics. Our new Deputy Chief will also work with senior management to develop and manage strategic sourcing plans to drive quality service and leverage buying power to achieve cost

efficiencies consistent with District guidelines and objectives. Additionally, our Deputy Chief will participate in the development and implementation of internal Procurement Services Division policies, procedures, and planning, and will be involved in directing Division personnel management functions.

One essential focus of this position will be the implementation of the Division's key initiatives. The Deputy Chief will support the Division's move toward centralization, will play a role in the transition to cloud-based procurement solutions, and will support the Chief Procurement Officer with managing the Division-wide change management strategy throughout these transitions.

The Deputy Chief Procurement Officer position is an essential position with the District and as such requires a standard work schedule, Monday through Friday. Our Procurement offices are located in downtown Los Angeles and in Pico Rivera. (NOTE: Reimbursement of moving and relocation expenses (with receipts) may be available.)

■ The Person We Are Seeking

Our ideal candidate will play an integral role in assisting with establishing and executing strategic direction and policy for District procurement activities. She or he will possess comprehensive expertise in providing diverse procurement services at the executive level and will have demonstrated experience overseeing a large enterprise-wide procurement function. The candidate will possess deep knowledge of public agency contracting rules and regulations.

Our top candidate will also embrace a growth mindset and will be a change agent who drives change to gain efficiencies and improve service. This individual will work thoughtfully, will possess strong analytical skills as well as exceptional interpersonal and communication skills, and will work well both independently and as part of a team.



Who We Are

2nd-largest school district in the country, serving nearly **575,000** students

520,000 students in TK-12th grade

13,000 in early education

42,000 in continuation, option and adult education programs

98 languages spoken by students

Over **86,000** students are learning to speak English proficiently

We serve an area totaling **710** square miles, including the city of Los Angeles and parts of **25** other cities and areas in Los Angeles County.

1,197

Schools and centers, including:



300+

Magnet programs



200+

Dual language programs +

56



California Pivotal Practice School Awardees 2022

29



California Distinguished Schools Awardees 2021

Incredible Cultural Diversity

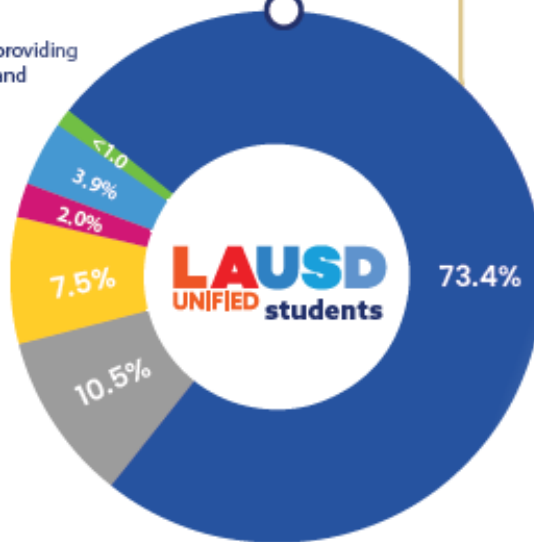
Los Angeles Unified is privileged to serve an amazing and vibrant community, and our plan has been designed to celebrate all of these wonderful strengths.

Amazing staff

25,000+ teachers

3,000 school administrators

30,000+ employees providing various forms of services and support to students and school communities



- Latinx
- White
- African American
- Asian American
- American Indian, Alaskan Native, Native Hawaiian or Pacific Islander
- Filipino

+ Dual Language programs offered in Arabic, Armenian, French, Korean, Mandarin, Japanese, and Spanish

LAUSD At A Glance

■ LAUSD – Our Mission and Vision

OUR MISSION

Realizing excellence for all students by providing the unique, rigorous, culturally relevant education that each and every student deserves.

OUR VISION

Los Angeles Unified will be the premier public school district by eliminating educational inequities to graduate ALL students ready for the world – to thrive in college, career, and life.



■ The Procurement Services Division

The Procurement Services Division (PSD) is an integral division which reports to the Office of the Chief Business Officer. The Division manages the acquisition of various supplies, equipment, construction services, professional services, and general services through a variety of competitive, fair, and ethical solicitation approaches. The Division is comprised of three branches: The Procurement and Contract Administration Branch, the Materiel Management Branch, and the Facilities Contracts Branch.

PSD is committed to assisting schools, instructional offices, and non-instructional support offices in procuring the highest quality goods and services at competitive prices for the support of student achievement. PSD is focused on securing goods and services from reputable and responsible vendors in compliance with applicable laws, policies and procedures.

PSD's annual purchases range between \$2.5 billion and \$2.6 billion annually (includes health benefits agreements, major modernization construction program and large professional services bench programs) and the division's operating budget is \$76 million.

The Procurement Services Division is currently focusing on several key initiatives including one to streamline and centralize District procurement functions, and another to implement cloud-based technology solutions in an effort to be more efficient.

Our Compensation Package

Salary

Los Angeles Unified School District offers an excellent annual salary range of \$163,400 - \$202,600 - placement in the range is dependent upon qualifications. This is a contracted position for a term of one year with on-going renewal options with satisfactory performance.

Benefits

We offer employer-paid health insurance coverage with choice of several medical, dental, vision and life insurance plans with no employee premium sharing required for employee, spouse, domestic partner or eligible dependents.

Holidays and Vacation

Executive employees enjoy 24 days of vacation each year and are also allotted 13 holidays annually.

CalPERS

Membership in California Public Employee Retirement System (CalPERS) with District contribution is also a part of our package.



Minimum Requirements

A BA degree and five years of executive or management experience in contracting processes and the procurement of goods and services, preferably within a large, urban school district or other governmental organization. Three of the aforementioned years of experience should be at an executive level with responsibility for a major procurement operation. CPCM or CFCM certification, a MA in Business or Public Administration and experience with the SAP ERP solution are highly desirable.

To Apply

LAUSD has partnered with Ralph Andersen & Associates to solicit interest on a statewide and national basis for the Deputy CPO position. The Search Firm will also be involved in the first level of review and evaluation qualifications. Highly interested candidates should apply immediately and no later than September 25, 2023 by submitting a resume and compelling cover letter of interest to apply@ralphandersen.com. This position is considered open until filled and may close at any time a pool of highly qualified candidates has been established. Candidates should be aware this is a confidential process. No references will be contacted until mutual interest has been established.

A final slate of highly qualified candidates will be presented to the Procurement Services Division with video interviews conducted (Round #1) during October; additional in-person interviews (Round #2) will follow for a select few.

Direct confidential inquiries to Ms. Heather Renschler, Ralph Andersen & Associates at (916) 630-4900 or schedule a discussion by contacting scheduling@ralphandersen.com with LAUSD DCPO in the subject line.