

PORTLAND PUBLIC SCHOOLS

Human Resources

DISTRICT COMPLIANCE OFFICER

BASIC FUNCTION

Act as an independent review and evaluation body to ensure that compliance issues and concerns within the organization are appropriately evaluated, investigated and resolved.

Monitor and coordinate compliance activities of departments and schools to remain abreast of the status of all compliance activities and to identify trends.

Demonstrate a commitment to the Portland Public Schools Equity Initiative by developing a thorough knowledge and application of the district Racial Educational Equity Policy and other board policies; participate in staff development, in-services and trainings related to diversity, equity and inclusion in the workplace and in K-12 education; model appropriate behaviors; develop, recommend and implement improvements to business and educational practices with awareness and understanding of their impact in a racially racially and culturally diverse community.

Work Environment: Work is performed primarily in an office setting with frequent travel throughout the District to school campuses and business operations sites, with extensive District staff, student, parent and public contact and frequent interruptions.

Hazards: