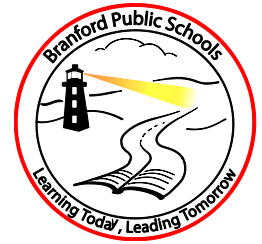


BRANFORD PUBLIC SCHOOLS

Assistant Superintendent for Curriculum and Instruction



ANNOUNCEMENT

The Branford Board of Education is seeking an Assistant Superintendent and invites qualified and interested candidates to apply. This is a senior-level executive leadership position. The District embraces continuous improvement and strives to support the learning community's stakeholders by systemically developing curriculum and embracing research-based instructional practices.

APPLICATION PROCESS

- Cover letter outlining qualifications for position and interest in this specific position.
- Copy of updated, complete resume which includes a chronology of work history and educational background and a preferred email address and phone contact.
- Copy of Connecticut certification 093 or doctorate.
- Copies of transcripts for all degrees held from all granting colleges/universities. Finalist candidates will be required to supply official transcripts.
- Three signed letters of reference from current or former employers and professional contacts. (Please limit reference letters to three letters written within the past two years.)

PRIMARY RESPONSIBILITIES

- Lead the District's efforts to develop a viable, relevant and deliverable curriculum.
- Lead, supervise, and evaluate the effectiveness of District administrators.
- Develop, support, and guide the work of the Curriculum Coordinators.
- Participate and provide input to Executive Cabinet-Level discussions, decisions, and planning.
- Coordinate Local Educational Agency and Grant resources to ensure maximum benefit for students.
- Solicit, discuss and collaboratively plan Professional Development for staff.
- Lead the District's efforts to systemically improve instruction and student outcomes.
- Oversight of the District's Student Assessment activities.
- Operationalization of the District's Strategic Success Plan.
- Lead the District's Teacher-Coaching cadre to improve teacher performance.
- Implement and supervise of the District's Teacher Evaluation Program.
- Coordinate with the Chief Operating Officer to ensure Talent-Services priorities align with and support programmatic needs.
- Preparation of and participation in Board of Education (BOE) Level Committees as determined by the Superintendent.

TIMELINE

May 2, 2018 – Position Posted

May 18, 2018 – Posting Closes

May 23 and 24, 2018 – First Round of Interviews

May 29, 2018 – Finalist(s) Interviews

June TBD – BOE Appointment

July 1, 2018 – Start Date

Completed application packets are due via email to Branford Public Schools, Talent Services; Attention Donald Neel, Chief Operating Officer, 1111 Main Street, Branford, CT 06405 by 2:00 PM on May 18, 2018. Application packets MUST be submitted as ONE PDF file and emailed to dneel@branfordschools.org. Applications will be reviewed upon receipt so that initial screening interviews may be conducted prior to the application deadline.

All inquiries related to the open position should be directed to: Mr. Donald Neel, at (203) 315-7802 or dneel@branfordschools.org.