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Job Description: **Associate Superintendent of Curriculum & Instruction K- 12**

**About Newburgh Enlarged City School District (NECSD)**

Newburgh Enlarged City School District (NECSD) is the seventh-largest district in New York, serving nearly 12,000 students across 14 campuses in urban and suburban areas. Located 60 miles north of New York City, along the Hudson River, Newburgh Schools are the most diverse school system in Orange County. The Board of Education governance team is comprised of nine trustees who are courageously committed to improving academic outcomes for all scholars by dismantling systems of oppression and systemic racism. The Superintendent of Schools serves as the Chief Executive Officer who leads a world-class workforce to meet its obligations established in the district's vision, mission, and strategic plan.

**About the Associate Superintendent of Curriculum & Instruction**

Reporting directly to the Superintendent, the Associate Superintendent sets the strategic vision and direction for the instructional framework and pedagogical approach to Newburgh's academic programs and is a key lever to accomplish Board and Superintendent goals. The ASI is the spokesperson and resident expert on curriculum, instruction, and pedagogy, and learning. This role develops the short and long-term instructional vision for Newburgh and works to establish a culture of high expectation and shared responsibility for equitable access to high quality and culturally relevant instruction. The Associate Superintendent will create authentic partnerships between district offices and schools that ensure closer alignment of district resources with school needs, to implement an instructional plan for the district that ensures effective teaching in every classroom, and to create conditions that ensure systemic improvement of practice over time in every classroom.

**Qualifications**

- New York State School District Administrator or School District Leader Certification.
- Master's Degree required. Doctoral Degree preferred experience.
- Minimum five years successful teaching experience.
- Knowledge of research on effective instruction, curricula adoption, student assessments, and professional learning.
- A clear track record of improving academic outcomes for students and eliminating disparities in achievement

**Specific Duties and Responsibilities**

**Instructional Leadership**

- Develop and implement a compelling vision for the district's instructional and curricula services and set
- Ensure rigorous and standards-aligned instruction and instructional supports in every classroom, for every Newburgh scholar
- Direct academic services (i.e. dual language, ENL, gifted and talented, nontraditional programming, professional development, AIS, exceptional learner, and early learning)
- Assume leadership role on the Superintendent's Executive Cabinet responsible for assisting with long-range strategic planning, developing budgets, plans, policies, and activities.
- Support decision making by the Superintendent and Senior Staff by monitoring and effectively interpreting the latest research, trends, and development in all areas of education.
- Deliver written and oral presentations on academic accountability to various stakeholders (i.e. Board of Education, principals, teachers, parents, and community groups).
- Serves as the key spokesperson to the Superintendent, advisory board and the community regarding all educational issues (i.e. attend regular Board meetings, committee meeting, and other related meetings).
- Coordinate the home-schooling process aligned to NYS Regulations.
- Implement a credit recover program that is rigorous and provides opportunities for students to achieve success.

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### **Instructional Management and Coordinated Services**

- Collaborate with other assistant superintendents, executive directors, and divisional personnel in all academic areas to evaluate existing curricula programs based on observations and results of accountability measures
- Serve as the lead principal evaluator
- Collaborate with other school systems, community agencies, local universities, and research organizations to remote shared learning
- Guide principals in the accomplishment of identified student achievement targets

### **Continuous Improvement for School Support**

- Collaborate with Deputy Superintendent and other divisional leaders to meet state and federal regulations
- Ensure that planned instructional programs are based on needs assessment and input from stakeholders
- Uses current research, performance data and feedback from students, teachers, parents and community to make decisions related to improvement of curriculum and instruction.
- Ensures that all components of curriculum development, implementation and evaluation are connected and consistent with the District's vision and mission.
- Establish direction for school improvement efforts by continuously monitoring the progress of school performance and student achievement targets
- Develop, organize, and implement models of technical assistance for schools to improve outcomes for all scholars, particularly historically underserved populations
- Strategically manage and allocate resources, including money, people, time, etc) aligned to student needs

### **Talent Management and Professional Learning**

- Build and lead a highly effective, innovative academic teams that are assessed on the ability to continually improve instructional practices
- Support direct-reports to develop, implement, and evaluate projects to achieve goals and objectives
- Build capacity of central office, building administrators, and teachers to implement inclusive practices for all students
- Monitor the coordination of all district professional development efforts and the implementation of new and existing educational programs

### **Key Competencies**

The ideal candidate will demonstrate the following:

- Demonstrates belief and holds self and other accountable for reaching high academic achievement of all scholars
- Promotes culturally responsive-sustaining practices
- Comfortable addressing matters of equity, race, and bias in decision-making

### **Application Process**

Qualified candidates for the above position must submit a completed online application and resume via OLAS or district website

### **Compensation**

Salary package for this position is competitive with prior experience.

The Newburgh Board of Education believes in the dignity of all individuals. To this end, no applicant for employment or current employee will experience discrimination based on race, creed, color, religion, national origin, language, sex, age, marital status, physical handicap, sexual orientation, or disability