



New Fairfield Public Schools

Job Description

Director of Curriculum, Pre-K to 12

Overview

The Director of Curriculum will support the work of the Assistant Superintendent in the leadership of teaching and learning in New Fairfield by assuring that we have written curriculum that is updated regularly and implemented with fidelity.

This role includes providing leadership in professional development, assessment, special programs and research-based instructional practices.

The ideal candidate will believe that all students can learn and that skilled, caring teachers are the key to our success. This candidate will help us create a collaborative and unified administrative team throughout the school system.

Qualifications:

1. Connecticut teaching certification and administrative certification (092)
2. Master's Degree in Education
3. Extensive classroom teaching experience (preferred 5 years)
4. Experience in collaborative curriculum development and leading curriculum implementation
5. Strong working history of providing professional development to teachers
6. Successful experience as an administrator preferred
7. Strong motivation, excellent interpersonal skills and organizational abilities
8. Extensive experience coaching instruction and/or supervising and evaluating instruction

Key Responsibilities:

- Works under the direction of the Assistant Superintendent to plan, develop, revise and monitor curriculum according to the District's 6-year Curriculum Development and Revision Plan
- Supports content area instructional leaders and coaches
- Plans and provides and/or approves professional development for teachers on current research-based instructional practices
- Ensures vertical and horizontal alignment of the instructional program(s) K-12
- Collaborates with the Assistant Superintendent in the evaluation and identification of curriculum materials (e.g. textbooks and programs)
- Evaluates coaches/specialists in the District
- Leads the K-12 Assessment Team to implement a consistent model of formative and summative assessments (benchmarks) for grades K-12
- Assists in the coordination of TEAM, ELL, TAG and new teacher orientation programs
- Works closely with the Assistant Superintendent and Director of Technology to integrate curriculum and technology
- Communicates with parents about curriculum expectations at each grade level

Terms of Employment

- Twelve months – Salary TBD based on NFAA contract

The duties and responsibilities included in this description are not intended to be all-inclusive, and employee will be expected to perform other reasonable job-related duties as assigned by management.

The Town of New Fairfield reserves the right to revise or change the job duties and responsibilities included herein at any time upon written notice to employee. This description does not constitute a written or implied contract of employment.