

EXECUTIVE DIRECTOR, TEACHING AND LEARNING

JobID: 3176

Position Type:
ADMINISTRATION

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Date Posted:
6/15/2022

Location:
Akron Public Schools

Date Available:
TBD

Posting Opens: June 15, 2022

Posting Closes: Open unit filled

The Akron Board of Education announces an opening for **Executive Director, Teaching and Learning** Job Code 111, TS 522 (261 Days), Salary Range (TBD). Collective Bargaining Unit – none. This is a State Teachers Retirement System position.

Application must be made electronically through <http://www.applitrack.com/akron/onlineapp/>.

Please upload a letter of interest, resume and a current copy of appropriate license in addition to completing the online application. The Superintendent reserves the right to either keep the position open until suitable applicants are found or to cancel and repost the position with such changes as may be deemed appropriate. For further information, please contact Angela Harper, Recruitment and Retention Manager, 330-761-2949.

Qualifications:

Required:

- Master's Degree in Educational Administration or Curriculum and Instruction;
- Ohio Principal or Supervisor Certification
- 5 years successful related experience and/or training; experience in administration or supervision in a leadership role.

POSITION DESCRIPTION:

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Other duties may be assigned).

Provides leadership, vision and direction in the ongoing K-12 curriculum articulation in the district which guides the development and implementation of graded courses of study, professional development, selection of instructional materials, reviews of student evaluation methods and program and process outcomes.

- Ensures implementation of the Excellence through Equity expectation in all aspects of the department of teaching and learning.
- Models a leadership commitment to the district's vision for Excellence through Equity
- Works collaboratively across departments to ensure inclusive processes and decision making
- Leads with a philosophy of culturally responsive-sustaining, inquiry-based learning expectations.
- Supervises and directs the activities of subject specific central office and administrators and related staff.
- Develops, maintains and oversees budgets, including federal and general funds.
- Assumes responsibility for successful selection and implementation of culturally responsive curriculum audits and innovations, professional development, including district-wide programs and presentations.
- Prepares reports for local, state and federal records; presents information at district and community meetings.
- Provides leadership in planning, developing and presenting culturally responsive curriculum, instruction, professional development process to internal staff community.
- Demonstrates an understanding of historical, social, economic and political contexts in advancing equitable and inclusive learning environments

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

LANGUAGE SKILLS:

Ability to read, analyze and interpret educational research and journals; financial reports; legal documents; state and federal laws, regulations and policies. Ability to write effective communications to staff and stakeholders. Ability to respond to common inquiries and concerns from staff, community and Board of Education. Ability to effectively present information, speeches and reports. Ability to articulate Curriculum and Instruction information to top management, public groups and/or the Board of Education.

MATHEMATICAL SKILLS:

Ability to read, develop and manage budgets and allocate resources in equitable ways. Ability to apply mathematical concepts and operations to ordering textbooks, figuring extended time and stipend payments, interpreting student achievement data, ability to analyze test scores and interpret student assessment.

REASONING ABILITY:

Must be able to work with large, diverse staff with an array of ability and skills. Must have the ability to resolve any problems in an orderly fashion. Good teamwork and communication is necessary. Must be able to delegate responsibilities accordingly while executing strong leadership skills and developing others.

OTHER SKILLS AND ABILITIES:

Must have excellent communication and organizational skills; ability to effectively facilitate diverse groups to reach consensus. Ability to work well with administrators at all levels, teachers and community members. Skill in leading complex K-12 district task force committees. Ability to prepare accurate and timely reports, routine and complex. Ability and skill in decision making.

Must be available to work evenings and weekends and attend regular and special meetings of the Board of Education.

GENERAL EXPECTATIONS

Responsible to work cooperatively and effectively with members of the public, other employees, related public agency staff, community businesses and service providers; responsible for accurate and timely record keeping and reports as required; may be responsible to drive motor vehicle with a valid Ohio operator's license as required by the position; and may be required to travel, both within the school district and outside the school district. Responsible for attending meetings, in-services and training programs related to the position held.

PHYSICAL DEMANDS:

The physical demands of the job described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is exposed to a normal office environment and is regularly required to talk and hear; frequently required to walk, sit and stand; stoop, kneel or crouch; use hands to type, handle and carry objects; may be required to lift up to 15 pounds in weight. Must be able to use a computer.

If you require any special services (such as interpreter, braille or large print, or wheelchair accessible accommodations) covered under the Americans with Disabilities Act of 1990, Public Law 101-336, Section 102, please call the Department of Human Resources at 330-761-2949. If you are using a TTY/TTD, please call the Ohio Relay Service, 1-800-750-0750.

Akron Public Schools is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, military status, ancestry or genetic information (collectively, "Protected Classes").

Diverse candidates are encouraged to apply.

