

ROSELAND SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: **Director of Curriculum**

QUALIFICATIONS:

- Instructional and Curriculum leadership experience
- New Jersey Principal or Supervisor certification
- Demonstrated student results in improving student achievement
- Excellent written and verbal communication skills
- Results-driven, with experience using data and assessments to drive instruction
- Experience leading and managing professional development and curriculum writing
- Strong knowledge of New Jersey Student Learning Standards and Next Generation Science Standards
- Ability to effectively collaborate and coordinate with staff, parents, students, and other members of the school community.
- Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

REPORTS TO: Superintendent

JOB GOALS and PERFORMANCE RESPONSIBILITIES:

- Ensure an authentic, student-centered, standards-based curriculum program with a focus on student achievement and teacher development
- Be responsible for supporting the development and implementation of the instructional vision of the district
- Exemplify, advocate and operationalize the mission, vision and strategic direction of the district
- Monitor and sustain a school culture of academic rigor through clear expectations of students, families, faculty, and administrators
- Coordinate the school's academic standards, benchmarks, assessments, and curriculum to align with state and national standards
- Evaluate academic achievement through detailed data analysis and present that information to the school community
- Provide leadership guidance and professional development to instructional staff in the use of data and the implementation of best instructional practices for high achievement
- Participate in the recruitment, hiring, and evaluation of outstanding faculty members
- Support the professional development and growth of faculty through the formal and informal observations of teachers
- Coordinate aligned and meaningful professional development

- Work with teachers to enhance instructional practice.

TERMS OF EMPLOYMENT:

This position is a stipend position in the Roseland School District.

EVALUATION:

The performance of this position will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluation.

APPROVED: June 21, 2018