April 21, 2021

TO: ALL BUILDINGS – PLEASE POST

FROM: Michael McLymore
Assistant Superintendent for Human Resources

RE: Anticipated Vacancy- Assistant Superintendent, Curriculum & Instruction Pre K-12

At the present time the District has the following anticipated vacancy:

POSTING NAME: ASST-CI

**TITLE:** Assistant Superintendent for Curriculum & Instruction Pre K-12

**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 the NYS Regents Reform Initiatives, 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.

**INFORMATION:** Reporting directly to the Superintendent, the Assistant 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 expectations and shared responsibility for equitable access to high quality and culturally relevant instruction. The Assistant 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.

A complete job description can be found on the District’s website at www.newburghschools.org under the ‘DISTRICT’ tab/Employment with the District.

**Funding Source:** General Fund

- **Internal applicants must** submit a current resume and letter of interest to:
  
  Office of Human Resources, 124 Grand St. Newburgh, NY 12550 **OR** FAX to: 563-3468

- **External applicants** must respond via the OLAS Web Site (www.olasjobs.org) or the District’s NEW online application system: RecruitFront on or before the above closing date.

**PLEASE DO NOT E-MAIL directly to Mr. McLymore**