



JOB POSTING #139
PLEASE POST

The City School District of Albany, New York
An equal/affirmative action employer
APSAA Employment Opportunity

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| <u>Date of Posting:</u> | May 22, 2019 |
| <u>Position(s):</u> | Instructional Supervisor Social Studies/World Languages (6-12) |
| <u>Location(s):</u> | District Wide |
| <u>Salary:</u> | Competitive per contract |
| <u>Requirements:</u> | NYS SDA or SDL Certification |
| <u>Preferred Qualifications:</u> | Minimum five years (5) teaching experience Social Studies or World Language certification Urban school experience |
| <u>Deadline for Applying:</u> | June 6, 2019, 4:00 pm |

Distinguishing Features of the Class:

This is an Administrative position for an individual with demonstrated success in an Administrative, Supervisory, and/or school-based leadership role. The successful individual will be responsible for the supervision and coordination of the Social Studies and World Language curricular areas in grades 6-12. This includes monitoring curriculum, instruction, assessment, and staff development.

Essential Duties and Responsibilities:

- Supervises Social Studies and World Language classroom instruction, common planning meetings, and evaluates teaching performance in partnership with building leadership
- Provides coaching and modeling for Social Studies and World Language teachers in order to support instructional best practices and ensure implementation of the curriculum in the classroom
- Distributes data to teachers and administrators in a timely manner, and assists in the analysis of the data to make connections to the instructional program and curriculum for the purpose of improving academic achievement

- Works collaboratively with all instructional supervisors to support a consistent vision and mission for curriculum development and implementation
- Coordinates and evaluates the Social Studies and World Language curriculum and instructional program and makes appropriate revisions when necessary
- Works collaboratively with Elementary Humanities Supervisor to develop, implement and monitor a vertical articulation in Social Studies
- Plans, organizes and presides over Social Studies and World Language Building Curriculum Team Leaders at the high school, including the organization of Social Studies and World Language Department meetings
- Plans, improves and oversees Social Studies and World Language testing programs in partnership with building leaders and the testing office
- Formulates and implements professional development activities which address Social Studies and World Language curriculum and instructional needs
- Supervises and coordinates the adoption, ordering and utilization of Social Studies and World Language instructional materials
- Sits on the AHS Scheduling Committee with master scheduling responsibilities that include: reviews section enrollment to develop draft schedules for the content area; develops draft schedule for Common Planning Time
- Sits on the Curriculum Coordination Council, the AHS BCTL Committee, Student Achievement Services, and other committees as assigned
- Assists the Human Resources Administrator and building leaders in interviewing prospective Social Studies and World Language teachers
- Reports to Director of Curriculum and Instruction
- Other duties, as assigned

Qualifications:

- Minimum five years of successful teaching experience
- Social Studies or World Language certification
- Demonstrated ability to function as an instructional leader with the skills necessary to assist in the selection and organization of staff for an optimum instructional program
- Demonstrated ability to provide dynamic leadership in setting high expectations for staff and students
- Experience in urban education

All applications will be accepted through OLAS:

<https://www.pnwboces.org/TeacherApplication/>

City School District of Albany
Office of Human Resources
Academy Park
Albany, New York 12207

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