

**THE NEW YORK CITY DEPARTMENT OF EDUCATION
DIVISION OF HUMAN RESOURCES AND TALENT
65 COURT STREET
BROOKLYN, NEW YORK 11201**

**Posted Date: January 26, 2012
Deadline Date: February 29, 2012**

Teacher Assigned A Vacancy Circular No. 8 School Year (2011-2012)
(SUBJECT TO FUNDING AVAILABILITY)

Position Title: District 30- Magnet Project Planner Position
Teacher Assigned A

Location: District 30 Magnet Office and various sites in District 30.

Eligibility: New York City Department of Education licensed, appointed, and tenured teachers.
(FOR INTERNAL CANDIDATES ONLY)

SELECTION CRITERIA:

- An advanced degree in education
- NYC & NYS teaching license (either common branch or a secondary core subject area: ELA, math, science, or social studies)
- At least 5 years experience as a staff developer/trainer
- At least 5 years experience as a teacher working with students and families from diverse backgrounds
- At least 5 years experience in curriculum development and implementation
- Demonstrated skills in providing differentiated professional development
- Demonstrated skills in implementing Renzulli's SEM and innovative technology
- Knowledgeable about New York State Learning Standards, NYC Performance Standards, *Children First*, and *NCLB*
- Demonstrated ability to work collaboratively with school staff
- Excellent interpersonal skills
- Demonstrated background in Curriculum Mapping and Understanding by Design.
- Experience as a Magnet Specialist or in leadership role at a magnet school.

Preferred

- State certification as a School Administrator;
- Excellent written and verbal communication skills
- Exceptional ability to work on projects with minimal management
- Ability to manage multiple tasks simultaneously
- Strong organizational abilities
- Ability to establish and maintain effective working relationships with a variety of people in a multi-cultural, multi-language setting

- Ability to organize, prioritize, and coordinate activities and events
- Commitment to shaping and developing new initiatives

DUTIES AND RESPONSIBILITIES

- Work with school teams to facilitate theme and systemic reform implementation at each school
- Serve as a liaison between the magnet school teams and NYC and district staff in areas such as literacy, math, science, bilingual/ESL for ELLs, special education, technology and the arts
- Collaborate with Curriculum Development and Professional Development Teams on the development and alignment of new magnet theme curricula and train staff in their use
- Serve as a liaison with outside consultants providing onsite training for school staff;
- Create and maintain partnerships with community-based organizations and other agencies participating in the project and offering services to families
- Schedule, develop, and participate in professional development activities in collaboration with the magnet resource specialists
- Facilitate program development activities related to the magnet themes, reform models, innovative instructional strategies, standards alignment, and program implementation and adjustment
- Serve as a resource for schools on standards-based education, NYS/NYC standards, *Children First* and *NCLB*
- Facilitate Curriculum Mapping, Understanding by Design and provide support on the Atlas mapping system.

SALARY : As per UFT Collective Bargaining Agreement

WORK YEAR: As per UFT Collective Bargaining Agreement

HOURS : As per UFT Collective Bargaining Agreement

Application: Email your cover letter and resume no later than February 29, 2012 to:

Todd Levitt
at: Tlevitt@schools.nyc.gov

Note: Please include title of position in email

AN EQUAL OPPORTUNITY EMPLOYER

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APPROVED: *Gary Barton*
Gary Barton, Executive Director
Division of Human Resources and Talent