



Instructional Coach/Curriculum Supervisor

The Instructional Coach/Curriculum Supervisor will provide leadership and vision in developing, implementing and evaluating Dennis Township instructional services and curriculum. In addition, the Instructional Coach/Curriculum Supervisor will oversee federal grants and programs as well as student assessment.

Purpose

To ensure instructional excellence and the highest standards of student achievement

Responsibilities include

Evaluate and recommend instructional materials
Provide leadership in teaching methods
Monitor and develop district curriculum
Oversee alignment of instruction and materials with NJ Student Learning Standards
Coordination of professional development for staff to support student learning
Plan departmental meetings to ensure horizontal and vertical continuity of instructional programs
Assist in recruitment, screening and training of instructional personnel
Assist with the interview and selection of instructional staff as appropriate
Participate in the supervision and evaluation of instructional and instructional support staff
Supervise the administration and analysis of state and district testing programs
Monitor and report student progress data
Develop, implement and oversee federal/state aid programs and grants
Contribute to the district budget process as it pertains to instruction, curriculum and assessment
Report to the BOE on matters of instruction, curriculum and assessment as directed by the Superintendent
Represent the district in meetings and conferences related to instruction, curriculum, and assessment
Participate in development of parent seminars related to instruction and child development
Perform other duties assigned by the Superintendent

Qualifications

Valid NJ Standard Certificate for Teacher and NJ Standard Certificate for Supervisor, Principal, or School Administrator
Master's Degree in related area (e.g. Curriculum and Instruction, Administration and Supervision) from an accredited college/university
Minimum two years administrative experience preferred
Demonstrated leadership capability in school improvement, instructional leadership, curriculum development and staff supervision
Thorough knowledge of New Jersey Student Learning Standards (NJSLA)
Strong skill set in interpersonal relations, communications, problem solving and organization
Such alternatives to the above that the Board of Education finds to be appropriate and acceptable