

**DEPARTMENT OF EDUCATION
JOB OPPORTUNITY
EDUCATION CONSULTANT
DIVISION OF TEACHING, LEARNING AND INSTRUCTIONAL LEADERSHIP
BUREAU OF SCHOOL AND DISTRICT IMPROVEMENT**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

Location: 165 Capitol Avenue
Hartford, CT 06106

Job Posting No. 00059753 – File #755

Hours: 8:30 a.m. – 4:30 p.m.

Annual Salary: \$88,804*– \$113,450

Closing Date: December 30, 2011

***New hires to state employment start at the minimum of the above salary range.**

The Connecticut State Department of Education is currently recruiting for an Education Consultant position within the Bureau of School and District Improvement.

This position provides an opportunity for an instructional leader to conduct activities related to improving student performance in local school districts. Duties include but are not limited to providing technical assistance to school districts around school and district improvement planning, district and school self-assessments and meeting the requirements of the No Child Left Behind Act and State Accountability Legislation. Responsibilities and assignments may change to meet departmental needs.

Examples of duties:

- Coordinate Bureau of Accountability & Improvement data system;
- Collaborate with Bureau of Student Assessment to develop data reports;
- Provide technical assistance to districts in the implementation of the No Child Left Behind requirements;
- Coordinate district and school improvement planning;
- Participate in on-site monitoring activities in local school districts;
- Collaboration with staff from the Bureaus of Teaching and Learning, Special Education, Health/Nutrition, Family Service & Adult Education in monitoring and accountability activities;
- Prepare written and oral reports; and
- Perform other duties and special assignments as requested by the Bureau Chief.

Knowledge, Skill and Ability:

Knowledge of and experience with K-12 educational environments, preferably within the context of school improvement and student achievement; knowledge of standards based accountability systems and research based instructional strategies with an emphasis on student assessment; knowledge of and understanding of the “No Child Left Behind Act”, knowledge of current philosophy and methods pertaining to administrative support; strong written, verbal and analytic skills; ability to deal effectively with teachers, principals, superintendents, families and students; ability to design and deliver training to adult learners; ability to prepare communications such as circular letters, resource materials and program support materials; and ability to develop and maintain cooperative working relationships.

General Experience:

An earned advanced degree and eight (8) years of professional experience or in lieu thereof an equivalent combination of experience and training as approved by the appointing authority.

Preferred Experience and Training:

An advanced degree and (7) years of professional experience in education or related areas. Knowledge of K-12 educational programs and educational leadership, as well as school improvement activities.

The Department encourages applicants who do not meet the stated qualifications, but believe they possess equivalent qualifications to submit written statements indicating how their background and experience qualify them for the position.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions:

Interested candidates should reference announcement #755 and submit a letter of application and resume with details of experience and training, three pertinent professional letters of recommendation and an Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education web site at <http://www.sde.ct.gov> to: **Lol Fearon, Bureau Chief, Bureau of Accountability and Improvement, State Department of Education, PO Box 2219, Room 227, Hartford, CT 06145-2219. Tel. # (860) 713-6705.** *Applications must be postmarked no later than the closing date listed below. All required documents must be submitted to be considered for interview.*

Closing date for application: **December 30, 2011**

Anticipated date of employment: **February 17, 2012**

“The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction.** Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101. Levy.Gillespie@ct.gov.”

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