



# STATE OF CONNECTICUT

## DEPARTMENT OF EDUCATION



### EMPLOYMENT OPPORTUNITY

#### DISTRICT AND SCHOOL TRANSFORMATION

**\*\*\*REANNOUNCED WITH REVISED EXPERIENCE AND TRAINING\*\*\***

#### BUREAU CHIEF

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS ON THE LAST PAGE**

**Open to: The Public**

**Location: 165 Capitol Avenue, Hartford, CT 06106**

**Hours: 40 hours per week**

**Job Posting # 793 – 60059**

**Salary Range: \$102,546 - \$131,539**

The Connecticut State Department of Education is currently recruiting for the position of Bureau Chief for District and School Transformation.

#### **GENERAL STATEMENT OF DUTIES:**

The leader will work closely with the Chief Turnaround Officer on the work of The Commissioner's Network. This person will have a track record in improving outcomes for students at the school or district level.

#### **EXAMPLE OF DUTIES:**

- Provide ongoing leadership and establish relationships in order to enable the CSDE and the Commissioner's Network schools develop and implement bold comprehensive strategic plans that improve student learning;
- Ensure that the Commissioner's Network identify and leverage best turnaround practices of districts from around the state and the country;
- Work directly with District staff and Commissioner's Network schools to implement turnaround plans to ensure improved outcomes;
- Oversee ongoing monitoring and assessment of Commissioner's Network schools to ensure better outcomes for students;
- Identify partners and best practices to work with Districts and Schools in the Commissioner's Network that have track record of improving students outcomes;
- Oversee the State's and the Alliance Districts identification and expansion of best practices related to education technology including blended learning, assessment tools and other approaches that lead to expanded ability to personalize instruction for every child;
- Oversee ongoing development of creative labor partnerships with Alliance Districts, the Commissioner's Network, and other schools and districts with their labor partners – bringing continuous focus on strengthening performance of students and professional learning of educators;
- Work with districts to identify solutions to barriers to the effective implementation of Commissioner's Network Plans;
- Develop and implement a talent strategy for the Commissioner's Network that includes the identification of leaders, partners and teachers to work in Network schools;
- Create a selection and planning process for Commissioner's Network Schools that is robust and prepares schools for successful implementation of plans;
- Oversee the staff that provides support to the Commissioner's Network schools.

## **QUALIFICATIONS:**

### **Knowledge, Skill and Ability:**

Knowledge of philosophies, theories and strategies for school and district reform; ability to think strategically and implement reform at the school and district level; knowledge of issues related to data-driven decision making, leadership, standards-based curriculum, research-based instructional strategies, and summative and formative assessment practices; ability to deal with staff members, parents, teachers, principals, superintendents and higher education faculty; considerable interpersonal skills; considerable written and oral skills; knowledge of management principles; considerable ability to understand and apply relevant state and federal laws, statutes and regulations; administrative ability.

### **Minimum Experience and Training Required:**

An earned advanced degree and ten (10) years of experience in the field of Education or in related areas.

### **Special Experience:**

Three (3) years of the General Experience must have been in the full advanced working level in the oversight of the development or administration of an education bureau, system, operation, school or service.

Note: For State employees this is interpreted at the level of Education Consultant.

### **Substitution Allowed:**

1. A 092 Certificate (Intermediate Administrator), or 093 Certificate (Superintendent), or Sixth Year Diploma in Educational Leadership, or an Ed.D. (Doctorate in Educational Leadership) may be substituted for one (1) additional year of the General Experience.
2. An advanced degree and three (3) years of managerial experience in the oversight of the development or administration of an educational bureau, system, operation, school or service may substitute for the General Experience and the Special Experience.

### **Special Requirement:**

May be required to possess an appropriate certificate issued by the State Board of Education.

### **Preferred Experience and Training:**

A background in administration. Three (3) – Five (5) years' experience working with schools or districts on strategic planning and other areas to improve outcomes for students. Experience working with partners to develop improvement strategies for schools. Two (2+) years of teaching or leading in a school environment. Experience managing change in large, complex environments with multiple stakeholders and a wide array of divergent points of view. Entrepreneurial and collaborative mindset with a track record of execution in a time of growth and change.

## **APPLICATION PROCEDURE:**

Interested candidates should reference announcement #793, submit a letter of application and resume with details of experience and training, three (3) current professional references and an Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education website at <http://www.sde.ct.gov> to: **Mr. Morgan Barth, Education Division Director, 165 Capitol Avenue, Room 227, Hartford, CT 06106, Tel. # 860 713-6705.** **All required documents must be submitted in order to be considered for interview.**

**NOTE:** If you have applied for the previous Bureau Chief position (File #793), your application will also be considered part of this applicant pool and you do not need to reapply.

**Closing date for application:**

**December 20, 2013**

**Anticipated date of employment:**

**Immediate upon Selection**

The Connecticut State Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Connecticut State 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 Connecticut State Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction and provides equal access to school facilities and school premises to Boy Scouts and other designated youth groups.** Inquiries regarding the Connecticut State Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, Connecticut State Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

**AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

#793  
Updated 10/25/13