



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



EMPLOYMENT OPPORTUNITY

**ACADEMIC OFFICE
CHIEF ACADEMIC OFFICER**

Open to:	The Public
Location:	165 Capitol Avenue, Hartford, CT 06106
Hours:	8:00 a.m. – 5:00 p.m.
Job Posting #:	#865 - 58067
Salary Range:	\$128,503 - \$175,220
Closing Date:	July 2, 2015

The Connecticut State Department of Education (CSDE) is currently recruiting for the position of Chief Academic Officer. The job classification for this role is Department of Education Chief of Educational Services.

The Connecticut State Department of Education (CSDE) is engaged in an ambitious set of educational initiatives to ensure that Connecticut students set a national standard for academic achievement and for closing achievement gaps. Applicants for this position should be passionate about educational equity, have high-expectations for all learners, and be committed to addressing some of the most significant obstacles standing in the way of every student having the opportunity to graduate high school ready to succeed in college and careers.

GENERAL STATEMENT OF DUTIES:

This is an exciting opportunity for a results-oriented leader to improve learning outcomes for over 540,000 students, with a special focus on leading efforts to design and implement instructional strategies that help close the state's achievement gaps. Under the leadership of the Chief Academic Officer, the CSDE will collaborate with local education leaders to continue efforts that support the implementation of the more rigorous Connecticut Core Standards, the new formative and summative assessments that have benchmarks for what it means to be ready for college and career, and the alignment of curriculum and instructional practices to these important new standards and assessment. The CAO will also oversee our Literacy, Math, Science, Social Studies, Career and Technical Education and other initiatives aimed to measurably improve all students' readiness for success in school and career.

EXAMPLE OF DUTIES:

- Collaborate with state and local education leaders to continue state support in the statewide implementation of the Connecticut Core Standards to provide a consistent, clear understanding of what students are expected to learn, so that all students graduate from high school both college- and career-ready.

- Manage a large diverse team of education professionals and operations in the areas of Standards Implementation and Curriculum, Instruction and Assessment, creating a culture of excellence and commitment to the CSDE's mission.
- Drive efforts and formulate policy that adopts and administers robust, valid, and reliable assessments aligned to standards of excellence in all grades, and that meets all applicable federal requirements. Ensure the tools, resources and assessments adopted and administered by the state are relevant to instructional practices and create a full alignment across disciplines.
- Oversee partnerships with critical stakeholder groups such as parents, teachers, principals, higher education, business leaders, superintendents, and associations.
- Leverage relationships with think tanks, universities, leading education policy organizations, and education-oriented organizations.
- Collaborate with Connecticut's educators to help them develop model curricula, providing frameworks and tool kits that can be leveraged across the state's roughly 200 local education agencies.

MINIMUM QUALIFICATIONS REQUIRED

Knowledge, Skill and Ability:

Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of relevant state and federal laws, statutes and regulations; considerable knowledge of philosophy and methods of education with emphasis on educational administration and management; considerable knowledge of objectives and purposes of educational services and programs; considerable knowledge of public school administration; considerable oral and written communication skills; ability to plan, organize and direct work of large scale educational services; decision making ability; ability to establish and maintain cooperative relationships with departmental professionals and administrators, administrative staff and higher education institutions, local school system, other state and federal agencies, businesses, industry and labor; administrative ability.

EXPERIENCE AND TRAINING:

General Experience:

An earned advanced degree and twelve (12) years of professional experience in the field of Education or in a related area.

Special Experience:

Two (2) years of the General Experience must have been in a managerial capacity in the oversight of the development or administration of an educational bureau, system, operation, school or service.

1. Managerial capacity is defined as full time managerial responsibility for a major program. Position will have supervisory responsibilities but the emphasis should be management activities defined as formulating program goals and objectives, developing and implementing program procedures, initiating program policies, developing and/or monitoring a budget.
2. For State Employees, the Special Experience is interpreted at the level of Education Bureau Chief.

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 six (6) 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:

- 15+ years of work experience with an emphasis on student achievement and demonstrated success driving improved performance as an academic leader in a school, district, state agency or similar enterprise.
- Strong working knowledge of formative and summative assessments, curriculum and professional development, and a track record of leveraging these tools to drive differentiated instruction and student achievement gains.
- Strong critical thinking skills, and the ability to select, develop and/or implement useful resources to drive improved educational outcomes.
- Demonstrated success as a leader in a school, district, state agency, or other enterprise with the ability to build and lead a team of several dozen professionals.
- Exceptional interpersonal skills, with demonstrated success navigating complex environments while building and maintaining relationships, particularly in a time of growth and change.
- Entrepreneurial and collaborative mindset with a track record of execution in a time of growth and change.
- Experience managing change in large, complex environments with multiple stakeholders and a wide array of divergent points of view.
- The ability to manage multiple competing priorities, while consistently demonstrating sound judgment and disciplined thinking.
- Strong writing, communication, and presentation skills, with an ability to motivate and inspire a diverse set of stakeholders toward a common goal.
- Extensive knowledge of the K-12 education landscape and the Connecticut Core Standards preferred.

APPLICATION PROCEDURE:

Interested candidates should reference announcement #865, submit a letter of application and resume with details of experience and training, three pertinent and current 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: **Debra Paradis, Principal Human Resources Specialist, 165 Capitol Avenue, Room G-16, Hartford, CT 06106-1630 Tel. # 860-713-6695.** **All required documents must be submitted by close of business on the closing date to be considered for interview.**

Please note: Applications will be accepted via U.S. mail or hand delivered only.

Closing date for applications: July 2, 2015

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.** 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, 860-807-2071, Levy.Gillespie@ct.gov.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

**#865
6/11/15**