

DEPARTMENT OF CHILDREN AND FAMILIES  
JOB OPPORTUNITY

Superintendent of Schools

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

<b>Open To:</b>	<b>Public</b>	<b>Location:</b>	Central Office
<b>Job Posting No:</b>	TH43067CO	<b>Hours:</b>	40 hours per week
<b>Salary:</b>	MP 72, \$114,238.00 - \$155,767.00	<b>Closing Date:</b>	May 28, 2015

The Department of Children and Families invites outstanding educational leaders to apply for the position of Superintendent of Schools for Unified School District #2. The successful candidate will serve as the head of the Department of Children and Families Education Division and work collaboratively with the Department of Children and Families Commissioner, Facility Superintendents, and Regional Directors to promote an effective partnership that leads the school district toward a shared vision of continued excellence. The Superintendent of Schools reports to the Deputy Commissioner for Operations and serves as a member of the Senior Administrators Team.

The Unified School District #2 includes three schools for students from fifth grade through the twelfth grade: Walter G. Cady School at the Connecticut Juvenile Training School; the Riverview School at the Albert J. Solnit Psychiatric Center South Campus; and the Connecticut Children's Place School at the Albert J. Solnit Psychiatric Center North Campus. The district also includes regional education staff in the no-nexus unit and the six DCF regional offices who serve as advocates for the education of children who are in the care of the State and attend K-12 Schools throughout Connecticut.

**EXAMPLES OF DUTIES:** Plans, directs, coordinates, monitors the administration of all programs within the state unified school district and establishes all necessary operational policies and procedures in compliance with the State and Federal Statutes; consults with local public school officials or the Department of Education officials concerning educational programs provided by the state unified school district; participates in fiscal planning and budget development processes for the district; reviews the purchase of all necessary supplies and equipment for the state unified school district; responds to questions from staff, parents and local boards of education on specific issues; evaluates programs and teachers for conformance to standards; appoints and dismisses staff in accordance with appropriate provisions of the General Statutes; reviews the allocation of federal funds to the state unified school district programs; monitors contracts with local educational agencies; acts as liaison between the state unified school district and the State Department of Education; writes reports and documents required; assures state unified school district compliance with State and Federal Statutes; performs related duties as required.

**MINIMUM QUALIFICATIONS REQUIRED:** Considerable knowledge of philosophy and methods of education and teaching; considerable knowledge of the principles and practices of education for special needs population; considerable knowledge of methods of educational administration; considerable knowledge of state and federal educational law and mandates; considerable administrative ability.

**Preferred Candidates will:**

Demonstrate leadership through empowering and inspiring staff within the organization, by envisioning and shaping a positive, safe, and productive school and district culture;

- Establish and sustain effective communication with the Commissioner; Facility Superintendents; Regional Directors; students; staff; parents; and the community as a whole, including fostering beneficial relationships with public school districts and responding to community feedback.
- Gather and analyze data for decision making in order to provide recommendations to the Commissioner for effective and efficient allocations of district resources;
- Proven experience in curriculum development and alignment to the Common Core State Standards and demonstrate skill in working under the Connecticut System for Educator Evaluation and Development (SEED);
- Demonstrate ability to develop the school budget and apply sound business practices to manage and monitor the budget.
- Ability to promote effective teaching techniques and practices throughout the district and facilitate use of instructional resources to maximize achievement of all students;
- Understand and model appropriate value systems, ethics, and leadership and exhibit multi-cultural and ethnic acumen, to assist students grow and develop;
- Administer negotiated labor contracts effectively while keeping abreast of legislative changes affecting the collective bargaining process;
- Experience leading implementation of district strategic plan, maintain attention of attainment of the plan's goals, and report progress on attainment of goals on a regular basis.
- Knowledge of the principles and practices of special education for special needs population.
- Knowledge of state and federal educational law and mandates, including IDEA.

**General Experience:** A Master's degree in education or related field plus thirty (30) semester hours of graduate credit and completion of a minimum of eighty (80) school months of successful teaching or service employment as identified in State of Connecticut, Regulation of State Board of Education, Sec.10-145d-585 (a - g).

**SPECIAL REQUIREMENTS:** 1.Connecticut State Board of Education certification as a Superintendent of Schools will be required at time of appointment. 2. Incumbents in this class may be required to possess and retain a current Connecticut Motor Vehicle operator's license.

**CHARACTER REQUIREMENT:** In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate may be made prior to appointment.

**Appointment:** Appointed by the Commissioner of Department of Children and Families in accordance with State Statute.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, three (3) SUPERVISORY references (current state employees please provide last two Service Ratings in lieu of references) and an Application for Employment (CT-HR12) to the address below. Application material can be faxed to 860-550-6433. Please reference Job Posting # **TH43067CO**.

**DEPARTMENT OF CHILDREN AND FAMILIES  
505 HUDSON STREET, HUMAN RESOURCES, 8<sup>TH</sup> FLOOR, HARTFORD, CT 06106  
Attention: Taneisha Hancel**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.