



Associate Superintendent of Curriculum and Instruction

***Baltimore County Public Schools
Towson, Maryland***

The position

The Baltimore County Public Schools system is seeking an outstanding instructional leader to serve as Associate Superintendent of Curriculum and Instruction. The system serves approximately 104,000 students in 172 schools. BCPS is located in the beautiful suburbs of Baltimore, approximately 30 miles from the nation's capital and close to the mountains of western Maryland, the Chesapeake Bay, and the eastern shore.

The BCPS Associate Superintendent oversees a C&I district staff and is charged with monitoring a well-respected management system that directs and guides the instructional improvement process. An extensive instructional and technological system is integrated to provide the system ongoing information to assess instructional effectiveness. The Associate Superintendent monitors and oversees this integrated system and reports directly to the superintendent.

The superintendent, who is highly regarded as a service oriented leader, seeks a dynamic team oriented leader for this position who can ensure that system wide goals, strategies, initiatives, and priorities identified in the district's Blueprint for Progress and Master Plan are implemented and supported.

The district

The Baltimore County Public Schools' mission is to provide a quality education that develops the content knowledge, skills, and attitudes that will enable all students to reach their maximum potential as responsible, life-long learners and productive citizens.

Numbers and stats -

- 26th largest school system in U.S., 3rd largest in Maryland.
- \$1.5 billion budget, FY 2009.
- 103,643 students.
- 172 schools, programs, and centers.
- 17,000 employees, including 8,850 classroom teachers.
- More than 7,400 graduates annually with 63% of graduates immediately pursuing higher education.

Recent academic highlights -

- Ten high schools (40% of all BCPS high schools) were named among the top five percent in the nation by *Newsweek*; two schools also recognized as among the nation's best by *U.S. News & World Report*.
- Recognized by *Education Week* for having the fourth highest graduation rate among the nation's largest school districts.
- Recognized by the Schott Foundation for having a higher graduation rate for African American males than any other large school district in the nation.
- Ten schools named National *No Child Left Behind* Blue Ribbon Schools, by the U.S. Department of Education, 13 schools recognized as Maryland Blue Ribbon Schools of Excellence.
- Recognized by American Music Conference as one of the "Best 100 Communities for Music Education in America" in 2004, 2006, 2007, and 2008.
- More students taking AP and SAT exams than ever before in BCPS history, with scores remaining strong.

For additional information on Baltimore County Public Schools, go to www.bcps.org.

Performance responsibilities

The Associate Superintendent of Curriculum and Instruction will be responsible for the following:

- Providing leadership, planning, and direction for the day-to-day activities of the Division of Curriculum and Instruction to ensure support of and alignment with the system wide goals and priorities identified in the Blueprint for Progress and the BCPS Master Plan.
- Providing leadership, direction, and oversight for the development of instructional policies and procedures.
- Planning, coordinating, and managing the work of directors, executive directors, and other staff in the Division of Curriculum and Instruction to ensure system and school goals, policies, and procedures are implemented.
- Planning, coordinating, and managing the development and implementation of curriculum for grades pre-kindergarten through 12 in English/Reading/Language Arts, Mathematics, Science, Social Studies, Health, Physical Education/Athletics, World Languages, Art, Music, Library, and Early Childhood Education.
- Managing the design, development, and alignment of a system framework and support for the implementation of the Maryland Content Standards (Learning Outcomes and Indicators) for elementary, middle, and high schools in English/Reading/Language Arts, Mathematics, Science, Social Studies, Health, Physical Education/Athletics, World Languages, Art, Music, Library, and Early Childhood Education.
- Providing the executive direction, alignment with system-wide goals, and evaluation of the countywide programs of instruction in grades pre-kindergarten through 12.
- Providing leadership, direction, and alignment with system-wide goals in the selection of textbooks, instructional materials and software to be purchased for all curricular content areas.
- Managing the design and development of a system framework and support for the programming and delivery of Title I services and magnet programs.
- Managing the design and development of a system framework to support effective working relationships with a variety of external partners.
- Developing and administering operating, and other budgets, and monitoring business operations to ensure the efficient and effective use of resources. Plans, budgets, and controls department expenditures and grants.
- Performing additional duties as assigned by the Superintendent.

Qualifications for position

Minimum qualifications:

- Graduation from an accredited college or university with a master's degree, plus 60 credit hours or enrollment in doctoral program; plus eight years of progressively responsible experience in public education in the areas of public school administration, organization, and curriculum, which includes experience with information technology and data analysis.
- Possession of, or eligibility for, a Maryland certificate as a Superintendent is required.

Preferences:

- Doctorate degree in education leadership or administration and supervision preferred.
- Thorough knowledge of the principles and practices of public school administration, organization and curriculum.
- Knowledge of and skill in the use of database, internet, spreadsheet, word processing, and related applications.
- Skill in identifying program needs and developing plans to meet those needs.
- Skill in the implementation, administration, evaluation, and modification of educational programs.
- Skill in managing the work of a diverse staff.
- Outstanding human relations skills.
- Excellent oral and written communication skills.

This position is eligible for the Maryland State Retirement system. A job change may affect retirement/pension status; check with the appropriate retirement office, Maryland State Pension, 410-887-4143 or Baltimore County Employee Retirement System, 410-887-3132.

Salary

The district will offer an annual salary of \$170,000 plus a benefit package that includes auto and phone allowances. BCPS desires the new Associate Superintendent to officially assume this position as soon as possible in the spring of 2010 and no later than July 1, 2010.

Application procedures

Individuals who wish to be considered for this position will complete an online BWP Applicant Data Form at www.bwpassociates.com. A completed electronic application file must include a letter of interest indicating reasons for interest in the position; the Applicant Data Form; and a current resume which addresses qualifications for this position and includes the names, titles, and telephone numbers of at least two references.

Application deadline - December 15, 2009

Required application materials must be electronically posted on the by BWP & Associates website no later than Dec. 15, 2009. For assistance if needed while completing this process, contact one of the search consultants listed below.

BWP search team

Dr. William Symons 843-987-0848
Dr. Houston Conley 301-336-7477
Mary Ann Blaskowitz 803-243-9089

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