



Senior Director of Early Elementary Curriculum Job Description Impact Public Schools

[Impact Public Schools](#) (IPS) invites passionate and experienced elementary educators to join our team as the Senior Director of Early Elementary Curriculum. Leading at Impact is a unique opportunity. We are deeply committed to achieving our mission of preparing a diverse population of students to succeed in college and impact communities as the next generation of equity-driven, innovative leaders. The Senior Director of Early Elementary Curriculum will lead the development and implementation of world-class Transitional Kindergarten, Kindergarten, First and Second Grade curriculum including Social-Emotional Learning, Mathematics, Literacy, Project Based Learning, Science and Enrichment.

The Senior Director of Early Elementary Curriculum will report to the Chief Academic Officer and partner closely with school leaders to ensure all Impact schools meet mission and close opportunity gaps. Through exceptional curriculum and transformational professional development, the Senior Director of Early Elementary Curriculum will ensure all Impact scholars receive the early educational experiences that set them up to succeed in college and impact communities as the next generation of equity-driven, innovative leaders.

The Senior Director of Early Elementary Curriculum is a 1 year position for the 2021-2022 school year. In the 2021-2022 school year, the Senior Director of Early Elementary Curriculum's main focus will be developing a world-class, equity-focused transitional kindergarten program across Impact's 3 schools. Starting in the 2022-2023 school year, the Impact Academics team will be led by a Senior Director of Academics responsible for TK-5th grade and supported by a Director of Academics: TK-2nd grade and a Director of Academics for 3rd-5th grade. The Senior Director of Early Elementary Curriculum will have the opportunity to apply for one of these roles or another available role at Impact Public Schools.

All Impact Public Schools work is rooted in the following core values:

- ★ **Bold Ambitions** - We envision self-driven students and adults who develop the skills, habits and mindsets to impact communities and invent the future; we support one another in achieving step-by-step excellence along the way.
- ★ **Brave Solidarity** - Diversity strengthens and enlivens us. Dissatisfied yet optimistic, we bring a lens of equity and inclusion to each decision and each day.
- ★ **Team WA** - All of Washington is our team. We are powerful when we work together, so we build relationships based on empathy and strive together towards outstanding outcomes for all public school students.
- ★ **Everyone Grows** - We approach each day as an opportunity to learn and grow. We work hard towards our own just-right goals, cheering each other on as we redefine potential.
- ★ **Play Big** - We celebrate. We wonder. We ask. We make and invent and imagine. We play big.
- ★ **Intention** - In the tiny and the huge, we keep the end in mind and reflect on the potential effects of our choices.

Responsibilities of the Senior Director of Early Elementary Curriculum

Curriculum

- Work with the Chief Academic Officer and School Leaders to select the highest quality curriculum for grades TK-2.
- Lead innovative curriculum development and adaptation for all TK-2 curriculum.
- Support consistent, high quality, equity driven instruction across TK-2 classrooms by providing curriculum implementation resources.
- Ensure all TK-2 curriculum is built in alliance with the culturally responsive curriculum scorecard that measures: representation, teacher materials for culturally responsive instruction and commitment to social justice.
- Gather feedback from families, teachers and school leaders to adapt and improve curriculum.
- Lead the Early Elementary Community Curriculum Team to ensure families have thoughtful opportunities to shape curriculum.
- Develop family resources and training to ensure families can partner to support scholar learning.
- Manage curriculum contracts and budgets for all TK-2 curriculum.

Professional Development

- Ensures all TK-2 content is appropriately addressed through leader and teacher professional development.
- In collaboration with school leaders and the curriculum team, ensure all professional development is built and led with anti-racist practices.
- Collaborate with the Director of Professional Development to develop and lead professional development for school leaders and teachers.
- Collaborate with outside contractors and curriculum providers to support professional development as needed.
- Ensure professional development builds teacher engagement and results in significant teacher growth.
- Support external professional development needs when applicable

Assessment

- Work with the Chief Academic Officer and School Leaders to select the highest quality assessments for grades TK-2.
- Lead on assessment training and materials for TK-2 assessments.
- Ensure assessments are developed intentionally to reduce bias.
- Collaborate with school leaders to review and analyze all assessment data.
- Make adjustments as needed to curriculum and implementation to ensure data goals are achieved.

Skills and Characteristics:

- Ability to build strong relationships with a variety of stakeholders
- Ability to use influence to change teacher and leader practices
- Expertise in early childhood development and instructional best practices.
- Knowledge of innovative curriculum, teaching methods, culturally responsive practices; best practices in school improvement and school leadership.
- Ability to communicate effectively with a variety of audiences orally and in writing.
- Ability to work effectively with diverse groups of people.
- Ability to manage multiple projects in a dynamic, time-sensitive work environment.

Educational Background/Work Experience and Eligibility:

- 4+ years of elementary school leadership, including Pre-Kindergarten or Transitional Kindergarten experience with a track record of excellent results
- 2+ years of curriculum development experience
- 2+ years of experience leading professional development
- Experience teaching or leading the Tools of the Mind Curriculum (Preferred)
- Experience with equity-driven, organizational leadership
- Passionate about continuous improvement
- Bachelors or masters degree in a related field
- Must pass background check

Compensation:

Compensation is competitive and commensurate with experience. IPS offers all faculty members a full benefits package and extensive opportunities for professional growth.

COMMITMENT TO DIVERSITY IPS seeks individuals of all ethnic and racial backgrounds to apply for this position. We are committed to maximizing the diversity of our organization and recruiting a team that reflects the diversity of our community..

Equal Employment Opportunity:

Equal employment opportunity and respect in the workplace are fundamental principles at Impact Public Schools (IPS). IPS prohibits and does not tolerate harassment, intimidation, bullying, discriminatory, or retaliatory behavior. All aspects of your employment are based upon your personal capabilities and qualifications, without regard to race, color, religion/creed, sex/gender (including pregnancy and gender identity), sexual orientation or perceived sexual orientation, national origin, alienage or citizenship status, disability, age, military status, marital status, partnership status, status as a victim of domestic violence, genetic predisposition or carrier status, or any other protected class as established by federal, state, or local law. The following employee(s) has been designated to handle questions and complaints of alleged discrimination: Jen Wickens, CEO, 3438 S. 148th St., Tukwila , WA 98186, (206)712-7640, careers@impactps.org.