**JOB DESCRIPTION:** Chief Academic Officer

**POSITION:** Chief Academic Officer

**REPORTS TO:** Superintendent

**SALARY GROUP:** Executive Management

**SALARY:** Commensurate with Experience and Contributions

**EVALUATION:** Performance evaluated in accordance with the evaluation of administrative and supervisory personnel

**SUPERVISES & EVALUATES:**

Executive Staff: Executive Directors of Elementary, Middle and High School, K – 12 Principals, Curriculum Supervisors and other Curriculum Staff; and others as assigned by the Superintendent.

**POSITION SUMMARY:**

We are seeking a dynamic, results-oriented educational leader to provide senior-level district leadership as the Chief Academic Officer. The Chief Academic Officer will lead the development of the district’s instructional systems including: curriculum, assessments, scope and sequence, intervention, and instructional standards.

The goal of NRMPS instructional systems is to provide powerful tools to support teachers, leaders, parents, and other staff in engaging students in rigorous, developmentally-appropriate, and culturally-responsive learning so that all students from NRMPS’s diverse communities may achieve success in college, career and life.

The Chief Academic Officer will be charged with developing and extending these tools to support both content-based and cross-content learning. The Chief Academic Officer will be a key member of the NRMPS Executive Team and will support the Superintendent’s leadership of the district as a whole. This includes assisting the Superintendent as he charts overall district goals and strategy, supporting the wider central office leadership team, and representing the District as the Leader of Administration and Teaching and Learning.

**RESPONSIBILITIES:**

- Lead the development and implementation of purposeful and meaningful curriculum and instructional tools and systems that challenge and support youth from diverse communities to achieve success in college, career and life.
- Lead executive staff, principals, supervisors, teachers and other staff in the development of instructional systems that encourage rigorous, developmentally appropriate, and culturally relevant academic learning across all content areas for all students, including curriculum in all grades and subjects, interim and summative assessments, scope and sequence, intervention programs, and other tools of instruction.
- Support the professional development of school leaders, teachers and staff in academic standards utilizing best adult learning methods that engage staff and pursue excellent outcomes for students.
• Support the development of tools and communication to parents and other community partners that enhance learning outside of school hours.
• Communicate and disseminate the details of the current and future instructional programs and future program plans to the administration, the staff, parents, and the public; build parent and community participation in the instructional programs and goals of the Nash Rocky Mount Public Schools
• Lead interactions with the State and other external stakeholders and constituencies on academic matters of academics, instruction, and assessment
• Other duties as assigned by the Superintendent

QUALIFICATIONS:
• At least ten (10) years of experience in education, reflecting both successful teaching, preferably in a core content area, and successful school or program leadership, preferably in a low-wealth district. Experience in curriculum development and implementation in a range of subjects is strongly desired.
• Track record of success as a school principal is strongly desired
• Track record of success as a district-level leader is strongly desired
• Demonstrated achievement as an educational leader with vision and strong instructional insight, including specific evidence of improvement in student learning as a result of the candidate’s leadership
• Effective management and leadership of adults, including in coaching, evaluation, and team-building among a variety of stakeholders
• Demonstrated knowledge of national and state standards and assessments, especially in the core content areas
• Demonstrated knowledge of pedagogical models and strategies to improve instructional delivery; ability to design, deliver, and support high quality professional learning for teachers and staff.
• Demonstrated ability and track record in managing and evaluating curriculum, assessment, and instructional programs and initiatives for continuous improvement.
• Demonstrated appreciation of the needs of English Language and Special Education Students
• Outstanding problem-solving and policy design skills
• A track record of developmentally appropriate and culturally responsive efforts and initiatives, including the ability to mobilize a diverse community around effective instruction, strongly preferred.
• The ability to use multiple forms of influence in order to accomplish results, including the potential to operate as an effective leader in both a public and community context.
• Candidates should have a strong track-record in improving educational results for students, the highest standards for student achievement goals, outstanding adult coaching and development skills, and an ability to translate teacher and school needs into district leadership and policy.

• Demonstrated high level proficiency in:
  • Leading change initiatives
  • Coalition and relationship building across a diverse group of stakeholders.
  • Formal oral and written communications
  • Public Speaking
  • Leading significant cross-functional initiatives
To Apply: Send your letter of interest and resume to

Brian Miller, Chief of Staff

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Nashville, North Carolina 27856

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Nash-Rocky Mount Public Schools is an equal opportunity employer offering employment without regard to race, color, religion, gender, national origin, age, sexual orientation, or disability. This job description summary does not imply that these are the only duties to be performed. This job description is subject to change in response to funding variables, emerging technologies, improved operating procedures, productivity factors, and unforeseen events. For more information about Nash-Rocky Mount Public Schools, please visit our website at http://www.nrms.k12.nc.us