

POSITION TITLE: DIRECTOR of Advanced Learning

Would you like to join a thriving urban school district that is committed to elevating you in your profession?

Do you want to be part of a district that is doing transformative work to ensure that every student graduates ready for college, career and community?

If so, the Madison Metropolitan School District (MMSD) has much to offer you: a clear vision, a collaboratively-designed strategic framework, collaboration time, district support and excellent professional development opportunities.

POSITION VACANCY

MMSD is seeking highly motivated and energetic applicants for the position of **Director of Advanced Learning** for an opening beginning immediately and/or for the 2017-2018 school year. The Madison Metropolitan School District actively seeks and encourages women and candidates of color to apply.

THE SCHOOL DISTRICT

BECOMING A MODEL URBAN DISTRICT: The Madison Metropolitan School District has a simple but bold vision – that every school will be a thriving school that prepares every student to graduate from high school ready for college, career and community. We know that vision doesn't come to life without the very best leaders throughout our district. We are focused on becoming a model urban school district that serves our children and families better than ever before. In July 2013, MMSD published its [strategic framework](#), which was developed with input from staff, students, parents and the community. The result is a clear vision and set of core values that drive all of our work. We believe that nothing matters more than great teaching and schools are the driving force of change in our district.

ABOUT THE DISTRICT: MMSD is the second largest school system in Wisconsin and has a student population of approximately 27,000 students in 32 elementary schools, 12 middle schools, 5 high schools, and several alternative programs, a total staff of over 5,900 and an operating budget of \$435 million. The District has a 52% minority student population.

For additional information contact the following websites: Madison Metropolitan School District - www.madison.k12.wi.us; City of Madison - www.ci.madison.wi.us; County of Dane - www.co.dane.wi.us; State of Wisconsin - badger.state.wi.us; Department of Public Instruction - www.dpi.state.wi.us; University of Wisconsin - www.uwsa.edu.

RESPONSIBILITIES OF THE POSITION

The Director of Advanced Learning will hold primary responsibility and advocacy for implementation of the new MMSD Advanced Learning Policy and Advanced Learning Plan within the MMSD Multi-Tiered System of Supports (MTSS). The Director of Advanced Learning will clearly articulate the vision of the Advanced Learning Policy and plan, developing a strong multi-year implementation plan aligned to the priorities of the district. The Director of Advanced Learning is responsible for developing the knowledge and skills of the Advanced Learning team, coordinating and ensuring accountability for all implementation aspects of the Advanced Learning plan, ensuring compliance with state and local standards and alignment to the MMSD Strategic Framework.

Essential Duties and Responsibilities:

Leadership

- Provides leadership for excellence and equity, empowers and motivates district and school staff to implement clear, timely and efficient systems for identification, support and monitoring of advanced learners in all five domain areas: General Intellectual, Specific Academic, Leadership, Creativity, and Visual & Performing Arts

- Takes initiative to identify, define expectations for and problem-solve around implementation of Advanced Learning services within a Multi-Tiered System of Support
- Builds and sustains efficient cross-functional team structures at the district level to support the Advanced Learning program within MTSS
- Demonstrates a willingness to embrace change, challenge the status-quo and provide overall direction for Advanced Learning programming within an urban school district
- Serves as an advocate for differentiation, talent development and implementation of advanced learning interventions that meet the needs of students across 4K-12 environments
- Builds and supports a strong, collaborative and visionary Advanced Learning team
- Effectively evaluates Advanced Learning staff utilizing the Educator Effectiveness model as defined by the State of Wisconsin
- Represents MMSD as a liaison to community, state and national advocacy groups

Collaboration & Communication

- Develops and sustains collaborative relationships with building principals to ensure embedded Advanced Learning programming within schools to meet the needs of a wide range of learners in all five domains
- Participates fully within Teaching and Learning Department meetings and represents and advocates for the Advanced Learning Department on the Central Office Leadership Team
- Works collaboratively with the Fine Arts Coordinator to ensure high quality support for advanced learners in the areas of Creativity, Leadership, and Visual and Performing Arts
- Ability to make decisions under pressure while maintaining collaborative relationships with all stakeholders
- Training and experience in conflict resolution, negotiating with a wide variety of stakeholders, including families, community members, community partners and district staff
- Builds and sustains trust between schools, families and advanced learners
- Convenes, effectively facilitates and establishes shared goals with the MMSD Advanced Learning Advisory Committee
- Leverages opportunities with local universities/colleges, creating partnerships within the Madison community to support the needs of advanced learners
- Develops a network of professionals within external organizations

Identification/Programming

- Researches and implements systems for state of the art identification and programming models within all 5 domains
- Ensures integration of instructional technology as a tool to provide differentiation for advanced learners
- Researches and implements high-quality valid interventions, aligned to the CCSS and leading to college, career and community readiness
- Expertise in matching resources and supports to various sub-groups of advanced or high-potential learners
- Integrates social and emotional needs of advanced learners into program development

Data Analysis/Monitoring

- Effectively and continuously utilizes multiple sources of data to monitor trends, growth and achievement of students receiving Advanced Learning services
- Efficiently utilizes district-wide and school-based data to monitor systems of support and determine program effectiveness across the district and within schools
- Effectively utilizes data to communicate with district staff, families and community stakeholders
- Researches, develops and promotes non-biased evaluation and identification tools
- Works with Research and Evaluation to develop and implement measurable goals and benchmarks to ensure accountability and compliance with state and district standards and requirements

Curriculum/Assessment

- Researches and recommends curriculum and interventions for advanced learners within all 5 domains
- Deeply understands a Comprehensive Assessment System and its relationship within a Multi-Tiered System of Support in an urban school district
- Researches and recommends appropriate assessments within a Comprehensive Assessment System to support the Advanced Learning Policy and Plan for identification and monitoring
- Actively participates on cross-functional teams to develop performance tasks and rubrics across K-12 content to assess proficiency and to inform intervention systems
- Works collaboratively with Curriculum and Instruction to implement advanced coursework in Middle School and Honors coursework and AP systems for secondary students
- Works collaboratively with the Director of Instructional Technology to create an implementation plan for virtual learning and on-line opportunities for advanced learners

Professional Development

- Designs and delivers effective professional development for staff related to differentiation within a Common Core State Standards aligned curriculum
- Designs and delivers professional development around the MMSD coaching model as defined by the partnership with UW-Madison
- Develops and aligns a multi-year Advanced Learning Professional Development Plan with the overall Professional Development plan in MMSD.

Budget/Fiscal Responsibility

- Creates and manages all aspects of the Advanced Learning Department budget, including staffing and non-staffing funding
- Effectively leverages internal and external resources to support implementation of MMSD Advanced Learning Policy and Plan
- Identifies external funding sources to support creative differentiation and intervention resources for advanced learners

Administrative Skill

- Organized and able to effectively manage multiple priorities and delegate responsibility
- Communicates in a timely and efficient manner
- Operates a computer and other office equipment efficiently
- Works well under deadlines and flexibly adapts to change
- Flexible daily schedule

POSITION SPECIFICATIONS

Required Qualifications

- Wisconsin Administrator Certification #10. Applicants who are currently working toward a #10 certification and will be eligible for a provisional license will also be considered.
- Certification in Gifted Education and/or comparable training, background and experience with instruction and program development for Advanced Learners. Without such background and experience the candidate should articulate methods to ensure acquiring this knowledge as a condition of employment.
- A minimum of 5 years of demonstrated successful teaching and/or leadership experience within differentiated learning environments, working cross-culturally within a diverse population.
- Excellent interpersonal skills, including listening, oral and written communication skills.
- Deep knowledge of the Common Core State Standards, content area standards, National Association of Gifted Children Standards (NAGC) and Smarter Balanced Assessment System.
- Demonstrate strong instructional leadership related to curriculum, instruction and assessment.
- Successful experience with system and organizational development and management of resources.

- All positions require experience working cross-culturally and/or commitment to work toward improving one's own cultural competence i.e., valuing difference/diversity, recognizing personal limitations in one's skills and expertise, and having the desire to learn in these areas.
- Deep knowledge of the field of advanced learning, gifted education, and social-emotional needs of advanced learning students
- An excellent ability to communicate with families

Preferred Qualifications

- Building-level Principal experience.

SALARY AND BENEFITS

Salary range is for 225 days employment. Salary range for <insert year> will be determined later in the school year. Additional compensation includes a full line of benefits and a generous Merit Pay Program with progression determined on performance and years of service.

APPLICATION PROCEDURE

- Complete and submit your application online at <http://www.madison.k12.wi.us/hr/jobs.htm>.
- For additional information, contact Human Resources at (608) 663-1695.

Deadline for receipt of completed applications (including an online application, letter of interest, experience inventory and letters of reference) is XXX

SELECTION PROCEDURE

Final selection will be made by the Assistant Superintendent-Teaching & Learning with recommendation for employment by the Superintendent of Schools to the Board of Education.

The Madison Metropolitan School District (MMSD) is an Equal Opportunity Employer and does not discriminate on the basis of religion, race, creed, color, national origin, ancestry, age, sex, physical appearance, marital status, disability, arrest or conviction record, membership in the national guard, state defense force, or any reserve component of the military forces of the United States or this state, political belief, sexual orientation, less than honorable discharge, source of income or the fact that an individual is a student.