

MEMO TO: All Applicants
FROM: Shawn Vondra, Superintendent
DATE: July 23, 2021
RE: Director of Innovative Learning

The Hillsdale Community School District is seeking qualified applicants for the following position:

Director of Innovative Learning

Overview

- This position has the primary responsibility to lead the development of the district's K-12 virtual learning programs. The school district intends to provide a high-quality and sustainable virtual learning program for K-12 students. This position also includes the administrative responsibilities for the Bailey Early Childhood Center. The school currently has 3 Preschool classrooms, 1 Early Childhood Special Education classroom, 1 Developmental Kindergarten classroom and 1 Traditional Kindergarten classroom.

Qualifications

Preferred Items

- Administrative certification.
(Certification credentials are required to be obtained within two years in the position.)
- Experience leading adult learning experiences.
- Experience with analysis/interpretation of student achievement data.
- Experience with school improvement processes.

Required Items

- Certified teacher with classroom experience.
- Highly effective results for student achievement during prior teaching assignments.
- Training and expertise with "best practice" pedagogy and instructional methodology.
- Experience with curriculum review and instructional material selection.
- Strong skills with technology integration.
- Experience with teaching in virtual environments.
- Strong interpersonal communication skills with both children and adults.

Primary Duties/Responsibilities

- Lead the development and implementation of the district's virtual learning programs.
- Perform the administrative duties for the K-12 virtual learning program and staff.
- Conduct the program evaluations for the Innovation Learning Programs. This currently includes the K-12 Virtual Learning programs, the programs/classrooms located at Bailey Early Childhood Center and the homeless (McKinney-Vento) and foster care program coordination.
- Perform the administrative duties for the Bailey Early Childhood Center.
- Other duties as assigned by the Superintendent.

Compensation

- This position will include an estimated salary in the \$65-\$75,000 range depending on the required and preferred qualifications along with consideration for experience with the primary responsibilities. A typical administrative compensation package is provided, including the State of Michigan retirement programs through ORS and a district-sponsored health insurance package. This is a full-time administrative position which will mirror a typical school principal calendar.

Qualified applicants should send letter of application to Shawn Vondra, Superintendent, Hillsdale Community Schools, 30 S. Norwood Ave., Hillsdale, MI 49242

Open until filled.

PLEASE POST

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