

**THE NEW YORK CITY DEPARTMENT OF EDUCATION
DIVISION OF HUMAN RESOURCES
65 COURT STREET
BROOKLYN, NY 11201**

**Posted Date: March 10, 2011
Deadline Date: April 7, 2011**

**Teacher Assigned Vacancy Circular No. 17 2010-2011
(SUBJECT TO FUNDING AVAILABILITY)**

Position Title: District 3 Magnet Planner
2010 – 2011 school year (Teacher Assigned A)

Location: Various Sites in District 3

Eligibility: New York City Department of Education licensed, appointed, and tenured teachers
(FOR INTERNAL CANDIDATES ONLY)

**SELECTION
CRITERIA:**

- An advanced degree in education
- NYC & NYS teaching license (either common branch or a secondary core subject area: ELA, math, science, or social studies)
- At least 5 years experience as a Staff Developer/Trainer
- At least 5 years experience as a teacher working with students and families from diverse backgrounds
- At least 5 years experience in curriculum development and implementation
- Demonstrated skills in implementing Renzulli's SEM and innovative technology
- Knowledgeable about New York State Learning Standards, NYC Performance Standards, *Children First*, and *NCLB*
- Demonstrated ability to work collaboratively with school staff
- Excellent interpersonal skills
- Demonstrated background in Curriculum Mapping and Understanding by Design.
- Experience as a Magnet Specialist or in leadership role at a magnet school.

Preferred

- Additional NYS teaching license in speech communications
- Excellent written and verbal communication skills
- Exceptional ability to work on projects with minimal management
- Ability to manage multiple tasks simultaneously
- Strong organizational abilities
- Ability to establish and maintain effective working relationships with a variety of people in a multi-cultural, multi-language setting
- Ability to organize, prioritize, and coordinate activities and events
- Commitment to shaping and developing new initiatives

DUTIES AND RESPONSIBILITIES:

- Work with school teams to facilitate theme and systemic reform implementation at each school
- Serve as a liaison between the magnet school teams and NYC and district staff in areas such as literacy, math, science, bilingual/ESL for ELLs, special education, technology and the arts
- Collaborate with Curriculum Development and Professional Development Teams on the development and alignment of new magnet theme curricula and train staff in their use
- Serve as a liaison with outside consultants providing onsite training for school staff;
- Create and maintain partnerships with community-based organizations and other agencies participating in the project and offering services to families
- Schedule, develop, and participate in professional development activities in collaboration with the magnet resource specialists
- Facilitate program development activities related to the magnet themes, reform models, innovative instructional strategies, standards alignment, and program implementation and adjustment
- Serve as a resource for schools on standards-based education, NYS/NYC standards, *Children First* and *NCLB*
- Facilitate Curriculum Mapping Institute, Understanding by Design Institutes and provide support on the Atlas mapping system.

SALARY : As per UFT Collective Bargaining Agreement

WORK SCHEDULE: As per UFT Collective Bargaining Agreement
Monday – Friday; 8:00 AM to 4:00 PM

APPLICATION: Place Magnet Planner in the subject title of the email.
Email your cover letter and resume by **April 7, 2011** to:

Lainie Leber at: LainieLeber@gmail.com

AN EQUAL OPPORTUNITY EMPLOYER

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APPROVED: *Gary Barton*
Gary Barton
Division of Human Resources