



Dennis M. Walcott, Chancellor

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

Posted Date: July 21, 2011

Deadline: August 8, 2011

Teacher Vacancy Circular (2011-12 School Year)

(The assignment is for up to two years)

POSITIONS: MASTER TEACHER - VARIOUS SCHOOLS

Position Summary: The position of Master Teacher is designed to work as a highly effective teacher and an active developer, mentor and coach of other teachers in specifically designated Transformation and Restart schools starting in September of the 2011-12 school year. Master Teachers receive additional compensation of 30% over and above applicable annual salary for up to two years contingent upon the selected candidate: a) remaining in the school through the 2012-2013 school year; and b) maintaining a rating of "highly effective" for each year starting in the 2011-12 school year. The candidate will be required to sign a document agreeing to the terms and conditions agreed upon by the NYC Department of Education (DOE) and the United Federation of Teachers (UFT).

Applications will be reviewed by a committee comprised of UFT and NYC DOE representatives to create a pool of eligible candidates. Principals will select and hire Master Teachers from this pool.

REPORTS TO:

School Principal

RESPONSIBILITIES:

- a) As noted above, a Master Teacher will receive a salary which is thirty percent (30%) above the applicable teacher salary rate (including all appropriate salary step, differential, and longevity payments).
- b) Master Teachers will have all of the duties and responsibilities of a teacher as well as the additional duties and responsibilities outlined here.
- c) Master Teachers will work an additional one-hundred (100) hours (the "Additional One-Hundred (100) Hours") per school year as follows: Master Teachers will work two and one-half (2.5) hours per week on a day when school is in session or at another time selected by the Master Teacher and approved by the principal.
- d) Master teachers will have their teaching load reduced by at least one (1) period per day. Master Teachers will carry out the responsibilities of the Master Teacher position during this period, their professional period (in lieu of a Professional Activity), and the Additional One-Hundred (100) Hours.
- e) The responsibilities of the Master Teacher will be agreed upon between the Principal and Master Teacher and shall be selected from the following menu only:
 1. Lead staff development;
 2. Develop curriculum;
 3. Share best practices;
 4. Analyze student and school data to improve instructions (Inquiry);

5. Co-teach;
 6. Create a Laboratory Classroom or model lessons;
 7. Align national core standards and curriculum;
 8. Serve as mentor to new teachers; and/or
 9. Facilitate lesson study.
- f) In addition to the required responsibilities and hours described above, Master Teachers, may, with the approval of the principal, elect to work together to develop a professional development plan for their Transformation or Restart School and they will be paid at the applicable per session rate for this time. Such work shall not be done during the regular teacher workday and shall be in addition to the Additional One-Hundred (100) Hours.

QUALIFICATIONS:

Minimum Requirements:

Licensed, appointed NYC Department of Education teacher in Mathematics, Science, English, Social Studies, Special Education, or English as a Second Language; or external candidate possessing New York State certification as a teacher in subject areas exempt from hiring restrictions, or eligibility to obtain New York State Certification as a teacher in the subject areas exempt from hiring restrictions as of September 1, 2011.

Preferred:

1. At least one or more years of teaching experience
2. Evidence of exemplary teaching practice
3. Evidence of student growth
4. Excellent verbal, listening, and problem-solving skills
5. Strong organizational, analytical, and communication skills
6. Evidence of effective collaboration and adult coaching skills
7. No adverse annual performance evaluations over the past three years
8. Excellent attendance

SALARY/HOURS/WORK YEAR:

As per agreement with the United Federation of Teachers and as set forth above.

APPLICATION/DEADLINE:

Applications can be found at <http://schools.nyc.gov/offices/dhr/masterteacher> and will be accepted through Monday, August 8, 2011 at 5:00 p.m.

AN EQUAL OPPORTUNITY EMPLOYER

It is the policy of the Department of Education of the City of New York to provide educational and employment opportunities without regard to race, color, religion, creed, national origin, alienage and citizenship status, age, marital status, disability, prior record of arrest or conviction (except as provided by law), sexual orientation, gender (sex), and to maintain an environment free of discriminatory harassment, including sexual harassment, or retaliation as required by civil rights law. Inquiries regarding compliance with this equal opportunity policy may be directed to:

Office of Equal Opportunity, 65 Court Street, Room 923, Brooklyn, New York 11201, or visit the OEO website at <http://schools.nyc.gov/Offices/GeneralCounsel/Investigative/OEO/default.htm>.