



THE NEW YORK CITY DEPARTMENT OF EDUCATION

MADELENE S. CHAN, *Community Superintendent*

COMMUNITY SCHOOL DISTRICT 24

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Family Leadership Coordinator

Susana Santacruz
Family Support Coordinator

Lourdes Pena
Administrative Assistant

PER SESSION VACANCY NOTICE # 005

2021 – 2022
(CONTINGENT UPON FUNDING)

Post Date: 6/14/21

Deadline: 6/30/21

Position: Appointed and licensed principal or A.P. in District 24 to support and Supervise NYSIP Grant.

Location: Various locations in District 24 and Remote

Eligibility Requirements: License and appointed principals and AP's who are currently in a District 24 school.

Selection Criteria:

- Able to communicate and work well with colleagues
- Demonstrated ability in culturally responsive-sustaining instructional and family outreach practices to support students and families
- Ability to collaborate with school leaders, family-facing staff, and ideally, community-based organizations, to support families
- Able to communicate and work well with colleagues using collaborative software (e.g. Teams, Zoom)
- Implement (in-person and remote) equitable classroom/school practices (CRSE), and student and family-community engagement events for the school community
- Strong written and verbal skills
- Understand the Chancellor's priority on Equity in Education
- Must be able to facilitate professional learning with an attention to adult learning
- Preference will be given to administrators from schools that are participating in NYSIP grant

Duties and Responsibilities:

- Understanding of NYSIP Grant, attend NYSED training in Albany
- Commitment to attend all learning sessions and turnkey content to teachers
- Attend and actively engage in professional learning offered through NYSIP grant
- Support delivery of professional development to involved schools
- Utilize DOE resources to support teachers including Diversity and Equity for All initiatives
- Effectively document learning and practices for sharing
- Support the development and implementation of STEM & CRSE Curriculum
- Assist with Diversity in STEM Programing and Content Development
- Develop reports, spreadsheets, web pages and other digital documents to be used by grant
- Assist with development of outreach strategy and evaluation of impact with target groups
- Support Dual Language programs throughout District 24

Preferred:

- Additional preference will be given to principals and APs who have attended NYSIP grant trainings (CRSE & STEM)

Work Schedule: As needed between July 1, 2021 - June 30, 2022.

Salary: As per collective bargaining agreement (Per Session)

Application Instructions: Visit <https://www.csd24.com/PerSession> to apply and submit resume

AN EQUAL OPPORTUNITY EMPLOYER M/F/D

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