JOB POSTING:
ASSISTANT HEAD OF SCHOOL FOR PROGRAM AND INSTRUCTION
SOLOMON SCHECHTER DAY SCHOOL

About Schechter

Founded in 1961, Solomon Schechter Day School is a premier Jewish independent school for children 18 months through eighth grade. Located in Newton, Massachusetts on two campuses, Schechter helps children develop a strong sense of Jewish identity and self-confidence by offering a comprehensive and thematically integrated general and Judaic Studies curriculum based on critical thinking skills within a nurturing environment. Its graduates go on to thrive at independent, Jewish and public high schools throughout the Boston area, at universities and colleges and beyond.

With an ambitious strategic vision, Solomon Schechter Day School is looking to engage a talented senior administrator as a partner in ensuring that the school continues to provide an outstanding education that inspires a love of learning, celebrates the creativity and achievements of our students and nurtures lives rooted in Jewish values and tradition.

This is an unparalleled career opportunity for a top-notch educator with a passion for teaching and curriculum, and, who seeks a leadership role in a Jewish independent school.

The Position: Assistant Head of School for Program and Instruction

The new Assistant Head of School for Program and Instruction will report to the Head of School and have a broad profile of responsibilities, including overseeing the school’s academic program; assuring continuity of curriculum, instruction, student services and culture across the school’s three divisions and two campuses; overseeing faculty recruitment, retention, professional growth and evaluation; and ensuring that the school’s program is aligned with its vision.

The Assistant Head of School for Program and Instruction will join a strong senior administrative team that includes an Associate Head of School for Institutional Advancement and a Director of Finance and Operations. The Assistant Head will supervise members of the school’s educational leadership team, which includes the school’s three divisional principals and the Judaic Studies Director, and will supervise the school’s student services, educational technology, creative arts, athletic and afterschool programs.

The Assistant Head will assume responsibility for:

The Educational Program

As a Jewish independent school, Solomon Schechter has high expectations for its academic program, aspiring to be on par with or exceed the best of what schools in our area have to offer. The Assistant Head has primary responsibility to nurture and develop excellence across the curriculum.

In addition Schechter seeks to

- build connections between its general and Judaic studies curricula and its formal and informal educational programs;
- engage the whole child and nurture intellectual, social, emotional, physical and spiritual development; and,
- build connections and continuities across the early childhood, lower elementary, upper elementary and middle divisions.
The Assistant Head is responsible, in collaboration with colleagues, to develop and implement programs and practices toward achieving these goals.

**Faculty Recruitment, Growth and Development**

- Providing oversight of an excellent professional development and growth program for faculty
- Creating and managing a process for new teacher induction and development during their first three years in the school
- Developing relationships and partnerships to recruit and retain excellent faculty and staff

**Leading and Developing Educational Initiatives**

- Engaging faculty in a standards-based approach to curriculum design following the Common Core standards and aligned with the best practices of Understanding by Design
- Creating a process for ongoing curriculum evaluation and renewal
- Continuing the work of the faculty-led initiatives to:
  - Explore how our can school community can effectively adopt a growth mindset
  - Explore how school and parents can partner to help children maintain healthy, balanced lives
- Expanding the capacity of the faculty to provide differentiated instruction
- Guiding the school’s thoughtful and purposeful integration of technology into the classroom and expanding the use of digital portals into the school
- Coordinating the school’s response to the recommendations and suggestions of the AISNE accreditation report in areas related to education and program
- Implementing current grant-funded initiatives and securing new grants for future opportunities

**Preferred Qualifications**

- Academic credentials including an advanced degree and related continuing education
- The skills and experiences necessary to perform the role as a member of the senior leadership team and an active participant in an early childhood through eighth grade school
- Experience implementing best practices in early childhood through eighth grade curriculum, including success with technology integration
- 10 years or more years of experience in an educational institution; a minimum of 5 in a leadership and supervisory role; experience in a Jewish day school preferred, but not required.
- A track record for building and nurturing positive relationships with and between members of all key school constituencies and nurturing positive relationships between members of all key school constituencies.
- A track record for being an outstanding teacher, an innovative administrator and an educational leader
- Demonstrated commitment to reflective practice and professional development
- The ability to work with educators to advance conversations and work toward continued excellence in teaching and professional development
- An inspiring leader committed to sustaining a culture of excellence, meeting the needs of children and educating the whole child
- Commitment to the goal of nurturing an inclusive Jewish community that is engaged in the broader community
- Excellent written and verbal communication skills, strong interpersonal skills, a sense of humor

**To Apply:**

Please send a cover letter, resume and a statement of your educational philosophy to Jamie Zeitler, Assistant to the Head of School, at jamie.zeitler@ssdsboston.org by January 30, 2015. The Assistant Head will begin work on July 1, 2015.