

SALEM SCHOOL DEPARTMENT
SALEM, MASSACHUSETTS

February 2, 2010

SUPERINTENDENT'S BULLETIN #16

To All Salem Public Schools Employees:

ADMINISTRATIVE VACANCIES, 2010-11
Positions Available Due to Retirements

ASSISTANT SUPERINTENDENT

Responsible for all aspects of 4,600 student, nine school district's instructional program. Duties include: curriculum planning and implementation; ensuring effective instruction system-wide; professional development planning; management of educator evaluation; supervision of principals; oversight of services provided to ELL students and students with IEPs; and grant application and development.

PRINCIPAL, K-8 (Nathaniel Bowditch School)

Enrollment of 495 students. Dual language (Spanish) program. Strong emphasis on performing and fine arts. Substantially separate special ed. program (PDD). Successful candidate should be bi-lingual in Spanish and have demonstrated the ability to ensure that grade 6-8 students' are well prepared for a rigorous high school program of study.

PRINCIPAL, K-8 (Saltonstall School)

Enrollment of 400 students. Readiness/Innovation School planning underway. Extended day (+1 hr.) and year (+10 days) program in place. Academic program informed by a strong commitment to Gardner's multiple intelligences theory. School culture strongly emphasizes shared decision making and parent volunteerism. Substantially separate special ed. program (Life skills). The successful candidate must have demonstrated the ability to ensure that grade 6-8 students' are well prepared for a rigorous high school program of study.

PRINCIPAL, K-5 (Carlton School)

Enrollment 160 students. Strong emphasis on science, environmental issues, and community involvement. Specific LD separate special ed. program.

Successful candidates for these positions will have appropriate Mass. licensure. The candidate will also have shown a commitment to routine use of pertinent data in improving every student's learning and academic performance, to integration of all students into the school community, to active parent involvement, to collegial relations with peers, and to high educational achievement for all students.

Comprehensive benefits package. Compensation regionally competitive. Three year contracts. Send letter of application (indicate the specific position or positions being applied for), current resume, copies of professional licenses and academic transcripts, and names and phone numbers of five professional references, to Jeanine D'Entremont, Admin. Ass't, Human Resources, Salem Public Schools, 29 Highland Ave., Salem, MA 01970. Fax no: (978) 740-1279. E-mail jeaninedentremont@salemk12.org. **Materials must be received by 4:00 p.m., Monday, February 15, 2010.** The Salem Public Schools is an equal opportunity employer.

Title I - Grant Funded Position for Adult ESL Program

The district is seeking an ESL teacher to work in an evening program as part of a Title I parent outreach program to provide English language instruction to adult learners on Tuesday and Thursday evenings beginning on February 23, 2010 and ending on May 20, 2010.

Duties include:

- Providing English instruction in reading, speaking, listening and writing
- Lesson planning and program coordination with the program coordinator and staff in the adult ESL program

Bachelor of Education degree preferred. Experience working in an urban, culturally diverse community with students having limited formal schooling is a plus. Bilingual speaker preferred.

Stipend: \$1000

Please submit a letter of interest to:

Alyce Davis, Assistant Superintendent, 29 Highland Avenue, Salem, MA 01970 alycedavis@salemk12.org

Candidates applying from outside of the school district must submit a letter of interest, three letters of reference, and a resumé.