

Seacoast Classical Academy Chartered Public School

Director of Curriculum & Supervision

Seacoast Classical Academy provides a rigorous academic program for families seeking a world-class education through a classical liberal arts curriculum emphasizing excellent character education. We look for exceptional teachers and administrators who strive to demonstrate that excellence in themselves and expect it from their colleagues and scholars. Ultimately, this living of virtue will make a life-changing difference in the lives of children and their families. The school's programming is directed toward scholars who seek a rigorous education and are ready to work hard and do their part. We are dedicated to classical education and promoting superior educational results. The Hillsdale College K-12 Curriculum is the curriculum of Seacoast Classical Academy, serving grades K-9 (scaling to K-12 in three more years).

POSITION OVERVIEW:

As a leadership team member, the Curriculum Director reports to the Principal. The primary focus is implementing the Hillsdale K-12 Classical Curriculum to support the school's mission and teaching philosophy, which adheres to a classical pedagogy emphasizing critical thinking and quality reasoning. The Curriculum Director also ensures the highest quality curricular implementations, pedagogy, assessments, and professional development. They will work annually with faculty on their informal and formal evaluation processes in support of achieving professional growth goals. The Curriculum Director assists the Principal in supervising and evaluating teachers, scholar academic activities and discipline, and other duties as assigned. This is a full-time, year-round position.

POSITION DETAILS:

The Curriculum Director assists the Principal in upholding the school's Mission of providing a classical, virtue-centered education while respecting family rights. This is a full-time position with a salary dependent on experience and qualifications.

The qualifications we would like our educators to possess are:

- Bachelor's Degree in Education
- Master's Degree in Education
- NH Certification
- Other relevant experience
- Prior experience with the Hillsdale K-12 curriculum (k12.hillsdale.edu), classical education, charter schools
- **And most importantly, a passion for teaching.**

Interested candidates should submit:

- A cover letter that includes your reason for applying and why you believe that you are a good fit for Seacoast Classical Academy
- A detailed resume
- A statement of educational philosophy that reflects an understanding of classical education and the Mission of Seacoast Classical Academy
- 3 letters of recommendation, 2 of which are from previous supervisors
- Other material that speaks to your past successes and your ability to lead Seacoast Classical Academy

Please send your complete application to hr@seacoastclassical.org and get in touch with Interim Principal Joseph Patuleia at jpatuleia@seacoastclassical.org with any questions.

KNOWLEDGE, SKILLS AND ABILITIES:QUALIFICATIONS:

- Demonstrated understanding of and commitment to Classical curriculum and pedagogy, preferably the Hillsdale College K-12 curriculum.
- Demonstrated understanding and mastery of various academic disciplines, including English, Phonics, Mathematics, History, Science, Latin, Athletics, etc.
- A strong commitment to teacher development and success.
- Alignment with the vision, mission, and philosophy of the school.
- Ability to model, teach, and reinforce the Core Virtues component (corevirtues.net) of the Hillsdale K-12 curriculum plus the Academy's foundational virtues of Wisdom, Truth, Fortitude, and Excellence.
- Strong interpersonal and professional communication skills.
- Strong organizational and presentation skills.
- Demonstrated positive leadership abilities.
- Strong team management and collaboration skills.
- Strong ability to encourage teaching staff in a positive and encouraging manner.
- Ability to use formal and informal assessment strategies to determine whether staff have achieved high standards to maximize achievement as well as to identify areas for improvement.
- Ability to demonstrate professional excellence and hold faculty to the same standard.

RESPONSIBILITIES:

- **Curriculum**
 - Implement the Hillsdale K-12 Curriculum, including horizontal coordination, vertical scope, and sequence.
 - Assess SCA's effectiveness in implementing the curriculum and identify means for improvement.
 - Execute standardized assessments at least once per year as per best practices.
 - Conduct curriculum achievement level assessments at the beginning and end of every school year and in November and March.
 - Provide instructional materials and coordinate training and professional development for all staff in all aspects of the Hillsdale K-12 curriculum, including Literacy Essentials, Singapore Math, Core Knowledge, Core Virtues, and other elements of classical education.
 - Interact with other educational leaders and communities, including the Classical network, to discover best practices in the broader academic community.
 - Provide scholar academic support and tutoring.
 - Develop and implement programs and events that educate families about classical education and curriculum, ensuring they understand its principles and benefits.
 - In collaboration with the Principal, annually assist in updating and revising the Parent/Scholar Handbook policies and guidelines.
- **Supervision**
 - Direct staff in the processing of grades and report cards.
 - Assist the Principal in hiring, onboarding, and mentoring new teachers.
 - Conduct staff observations regularly.
 - Serve as Administrator-On-Duty when the Principal is absent.
 - Manage and coordinate all disciplinary procedures and follow-up, focusing on Seacoast Classical Academy's virtues, safety, individual growth, and community well-being.
 - Maintain school policies and monitor scholar adherence to school rules.
 - Address minor conflicts adhering to scholar behavior and citizenship performance guidelines.
 - Perform other duties as assigned by the Principal.