



18135 SE Brooklyn Street
Portland, OR 97236-1099
Telephone (503) 760-7990
FAX (503) 762-3689

**Centennial School District
Invites applications for the position of:**

Director of Curriculum & Student Learning

District Mission: *Collaborating in Community – Cultivating Equity – Inspiring Excellence*

District Vision: *Centennial School District builds authentic relationships with our diverse community that equitably engages and honors all voices. We intentionally implement rigorous, culturally relevant, and evidence-based practices to cultivate academic excellence for each student.*

Salary: Range of \$171,651 to \$174,351
Contract Days: 230 Annually
Opening Date: Monday, January 13, 2025
Closing Date: For strongest consideration, apply by Monday, February 3, 2025, 4:00 p.m.
Start Date: Tuesday, July 1, 2025

The Centennial School District is seeking a proven Educational Leader to become the Director of Curriculum and Student Learning beginning July 1, 2025.

The Director of Curriculum and Student Learning leads the development and implementation of innovative, inclusive, and data-driven instructional practices that elevate student and teacher voice, foster collaboration among educators, and promote high levels of student engagement. This role requires visionary systems thinking and collaborative partnership with principals, educators and other constituents to ensure cohesive alignment and continuous improvement of instruction across schools.

Minimum Qualifications:

Education: Masters Degree in Educational Administration or the equivalent, Curriculum & Instruction preferred. Oregon Administrator License required.

Experience: The successful candidate will have demonstrated successful school building leadership experience and culturally competent practices. District level leadership preferred.

Skills: Skills to manage personnel and programs, communicate effectively, and possess problem-solving skills.

Knowledge: Knowledge of curriculum, effective pedagogy, District policies, and best practices.

Ability: Bilingual preferred. Sit for prolonged periods, lead and facilitate meetings, teams and workshops. Provide directions to others and make independent judgments, keep and maintain accurate records, meet deadlines, communicate with individuals of varied cultural and educational backgrounds, communicate in oral and written form.

See complete job description (attached) for full experience, skills, knowledge and abilities required for this position.

Applying:

To be considered for this position, applicants need to apply online through [PowerSchool Applicant Tracking](https://centennial.tedk12.com/hire/index.aspx) (<https://centennial.tedk12.com/hire/index.aspx>) with the following documents uploaded:

- 1) Letter of Interest;
- 2) Current Resume;
- 3) Three (3) Current Letters of Recommendation;
- 4) Unofficial Transcript(s) of undergrad/grad coursework. If employed, the candidate will be required to submit official transcripts in sealed envelopes from the institution(s);
- 5) Copy of Oregon Administrative License (or verification of process to obtain a TSPC Oregon license).

For information about the position, contact:

Dr. Tasha Katsuda

Assistant Superintendent

Email: tasha_katsuda@csd28j.org

For questions about applying, contact:

Shannon Burley

Human Resources | Confidential Secretary II

Email: shannon_burley@csd28j.org

JOB DESCRIPTION - Administration

JOB TITLE: Director of Curriculum & Student Learning

Job Purpose Statement/s: The Director of Curriculum and Student Learning leads the development and implementation of innovative, inclusive, and data-driven instructional practices that elevate student and teacher voice, foster collaboration among educators, and promote high levels of student engagement. This role requires visionary systems thinking and collaborative partnership with principals, educators, and other constituents to ensure cohesive alignment and continuous improvement of instruction across schools.

Essential Job Functions:

- Collaborate with administrators and educators to develop and implement innovative instructional strategies that enhance teaching and learning outcomes.
- Foster a culture of collaboration among educators to design and share inclusive teaching practices that engage all students.
- Elevate student and educator voices by creating structures for regular feedback and integrating their insights into curriculum development and instructional planning.
- Lead the development and implementation of cohesive and dynamic standards-based content that reflects grade level access, rigor, inclusivity, and equity.
- Lead the structure, systems and support for professional learning communities that result in continuous improvement and data-informed decision-making.
- Ensure alignment of instructional practices and assessments with District, state, and national standards.
- Support District and school administrators and educators in identifying and scaling up effective teaching practices across schools.
- Develop systems and processes to monitor and evaluate the effectiveness of instructional initiatives and their impact on student engagement and achievement.
- Analyze student performance data to identify instructional impact trends, assess program effectiveness, and guide strategic planning.
- Plan, structure, and support innovative and evidence-based teaching practices to increase student engagement and outcomes.
- Provide leadership in integrating technology and digital tools to support 21st-Century learning.
- Model and promote a systems-thinking approach to address challenges, ensuring cohesive alignment across schools and departments.
- Prepare various reports and studies for the purpose of providing information to the Board, the Superintendent, other staff, and the public.
- Utilize data to analyze performance, student growth and outcomes, as well as inform curriculum, staff development, and instruction.
- Facilitate curriculum materials adoption and implementation of aligned District curriculum, pre-K post grade 12.
- Supervise personnel responsible for Title I, IIA, III, IV, CSI/TSI, Early Literacy, HSS, and future relevant grants.
- Supervise licensed staff responsible for supporting classroom teachers to change their practices to meet the needs of our students (Teacher on Special Assignment (TOSA), Instructional Coaches, District Media Coordinator).
- Facilitate professional learning, implementation of curriculum, instruction and assessment.
- Ensure District adherence to curriculum, instruction and assessment policy, procedure, ODE compliance rules (Division 22).

Other Job Functions:

- Assist other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Facilitate, organize, and lead the planning and implementation of various District initiatives.
- Attend regularly scheduled meetings, including Board meetings.
- Perform other duties as assigned.

Job Requirements - Qualifications:

- **Experience Preferred:** Prior job-related experience with increasing levels of administrative responsibility in curriculum and staff development, curriculum implementation, and instruction, experience as a school administrator.
- **Skills and Knowledge Preferred:** Bilingual.
- **Skills, Knowledge and/or Abilities Required:**

Skills to manage personnel and programs, communicate effectively, and problem-solve.

Knowledge of curriculum, effective pedagogy, District policies, and best practices.

Ability to sit for prolonged periods, provide directions to others, make independent judgments, keep and maintain accurate records, meet deadlines, communicate with individuals of varied cultural and educational backgrounds, communicate in oral and written form.

- **Licenses, Bonding and/or Testing Required:** Appropriate Administrative License; Criminal Justice Fingerprint Clearance.

Terms of Employment: Salary and work year (230 days) according to the current contract and school calendar.

Evaluation: Performance of this job will be evaluated annually in accordance with provisions of the Board's Policy on Evaluation of Professional Personnel.