



Buffalo Commons CHARTER SCHOOL

Founding Director of Curriculum and Instruction

About Buffalo Commons

Opening in 2022, Buffalo Commons is an academically rigorous, creative, and collaborative K-8 learning community that uses research-based practices and innovative programming to close the opportunity gap and prepare a diverse student body to lead successful lives which strengthen their communities.

This means providing best-in class academic preparation, supporting each child in becoming an ethical decision-maker, offering all students the tools they need to thrive in our diverse world, and developing every child's sense of purpose.

About The Position

As the Founding Director of Curriculum and Instruction, you will promote the success of all students by leading faculty in the areas of curriculum, instruction and assessment. By creating a collegial environment for faculty that promotes continuous improvement, collaboration, and creativity while developing and executing a sustainable framework for curriculum and instruction you will ensure the long term success of students and faculty. The Founding Director of Curriculum and Instruction reports to the Executive Director.

Academic Program Responsibilities

- Lead the development and evaluation of the faculty by facilitating an annual goal setting process, weekly coaching cycles, and evaluation cycles
- Lead the development of annual curriculum maps, unit plans, and lesson plans using principles of culturally responsive teaching, universal design for learning, and anti-bias education
- Lead faculty in collecting, analyzing, and responding to student data
- Plan and implement a comprehensive professional development calendar to support teacher development and student success
- Lead and/or supervise the development of in-house curriculum
- Create long-term strategies, with ED and leadership team, to promote student performance

School Leadership Responsibilities

- Collaborates with the Leadership Team to build a joyful and rigorous school culture
- Supports staff and faculty in fostering consistency in academic and behavioral expectations
- Ensures that traditions and rituals that support the mission are built and maintained

About You

Qualifications

- Advanced degree in education or a related field
- Track record of raising student achievement (preferably in a diverse urban charter school)
- Two years of relevant experience with demonstrable success in a similar role (preferred)
- Effective written, oral, and visual communications skills
- Experience leading diverse teams (preferred)

How to Apply

Submit the following documents by email to careers@buffalocommonscharter.org:

1. A resume detailing prior experience
2. A cover letter explaining your educational philosophy and a description of what excellence looks like in curriculum and instruction