



Lansing Unified School District 469

200 East Mary Street
Lansing, Kansas 66043
913-727-1100
www.usd469.net

Job Title: Director of Teaching and Learning

Reports to: Superintendent

Purposes and Objectives of the Position:

The Director of Teaching and Learning will provide leadership in the support and improvement of instructional programs and student learning.

Qualifications:

- A master's degree with course work in curriculum development, instructional practices, and supervision
- A minimum of three years successful experience as a classroom teacher
- A minimum of three years successful experience as a building principal or district administrator
- A district administration license

Duties and Requirements:

- Plans and implements district-wide programs for curriculum, instruction, assessment, accreditation, professional development, and federal/state programs/grants for K through adult students.
- Facilitates the evaluation of instructional methods and curricular programs.
- Coordinates instructional programs and curricula among the elementary, middle and high schools.
- Coordinates the selection of instructional materials.
- Disseminates and interprets new educational ideas to administrators, teachers, and staff as appropriate.
- Assists in the recruiting, interviewing, screening, and recommending of qualified candidates for positions related to teaching and learning.
- Oversees professional development programs for the district.
- Plans and supervises the orientation and mentoring programs for new district teachers.
- Initiates and maintains effective liaison with other school districts in order to keep abreast of new educational development and ideas.
- Remains current with educational developments and literature in the field of education and participates in state and national professional associations devoted to the advancement of student achievement.
- Maintains knowledge of instructional, curricular and accreditation projects and requirements of the Kansas State Department of Education.

- Develops and supports grants that enhance functions of teaching and learning.
- Performs other tasks and duties that may be assigned.

The district reserves the right to modify job duties or job descriptions at any time.

Terms of Employment

213-day contract year. Salary established annually by the Board of Education upon recommendation of the Superintendent. Fringe Benefits include Health Insurance, Holiday, and 403(b)

USD 469 Board of Education Policies

Knowledge, Skills, and Abilities Required:

- Ability to work cooperatively and constructively with others, including the ability to communicate effectively with a broad number of audiences.
- Ability to manage job responsibilities and to meet the established district outcomes.
- Ability to use necessary district-identified computer hardware and software, and other district provided technology.
- Ability to physically adapt to the compressed time schedule of a school day and year.

Evaluation

Performance of this job will be evaluated in accordance with provisions of the Board of Education's policy on evaluation of certified personnel and in the Negotiated Agreement. The qualifications and expectations set forth in this job description are to be read and interpreted in concert with the Negotiated Agreement.