

PRINCIPAL IRVING A. ROBBINS MIDDLE SCHOOL

The Farmington Public Schools are seeking a dynamic educational leader for the position of Principal for Irving A. Robbins Middle School. The Principal is part of the District Leadership Council, which is committed to continuous school and district improvements through standards-led practices. Irving A. Robbins Middle School, an award winning school of 688 students in grades 7-8, has a record of exceptional student achievement and positive relationships with parents and the community. Its faculty is fully engaged in collaborative, job-embedded professional learning in order to achieve its mission: that all students achieve Farmington's rigorous performance standards.

QUALIFICATIONS

- Candidates must possess or be eligible for State of Connecticut certification - Intermediate Administration (092).
- Candidates must be prepared academically in the field of educational leadership with coursework and/or experiences in teacher evaluation and supervision, school improvement, and curriculum and instruction.
- Candidates should have demonstrated the ability to evaluate and develop curriculum and design and implement both school and instructional improvements.
- Focused consideration will be given to references indicating exceptional teaching, administrative and leadership expertise; a collaborative orientation to problem solving; college and graduate school grades; various life/work experiences that contribute to overall qualifications; strong interpersonal communication skills, planning, organizing and budgeting skills.
- Experience as a building principal or school leader with similar scope of responsibility is preferred.

Salary Range: \$126,108—\$137,679

(A very competitive fringe benefit package will also be offered including a stipend of \$2,000 for Ph.D./Ed.D. and \$3,900 matching annuity.)

Applications will be accepted until February 29, 2012. The starting date is July 1, 2012.

DUTIES AND RESPONSIBILITIES

A. Teacher Evaluation, Supervision and Staff Development

1. Participates in the selection and appointment of new staff members.
2. Promotes the professional growth of assigned staff members.
3. Observes classroom teaching and conferences teachers regarding it.
4. Prepares written evaluations of certified staff members.
5. Provides supervisory help to solve teaching problems and to improve instruction.

B. Curriculum and Instruction

1. Oversees the scheduling and organization of the school.
2. Coordinates and articulates the curriculum within the school and between instructional levels in the system.
3. Evaluates the school's instructional program through a variety of means.
4. Administers system wide and school-based testing and evaluation.
5. Implements and maintains all curricular programs and provides necessary formative and summative evaluations of each in all curriculum areas.

C. Budget

1. Prepares a school budget based upon goals and objectives.
2. Administers the budget in an effective manner.

D. Related Responsibilities

1. Safeguards the health and well-being of students and staff members.
2. Interprets the educational program and goals of the school and institutes effective systems of communication and service to parents and citizens.
3. Maintains a school disciplinary climate which is positive, fair and uniform; where regulations are understood by parents, students and staff members; and where cooperation and mutual help are encouraged.
4. Performs related duties as assigned.

E. Professional Development

1. Accepts responsibility for personal professional development and growth.
2. Utilizes research and published materials pertinent to the profession.
3. Periodically updates planning, organizing, budgeting and communication skills.
4. Seeks better methods of administering and providing leadership through study, supervisory help and the evaluation of programs.

SCHOOL LEADERSHIP OPPORTUNITY

Principal

Irving A. Robbins Middle School

Farmington, Connecticut

Applicants should send a letter of application, resume or curriculum vitae, placement papers including two current letters of reference and transcripts* to:

Michael Galluzzo

Assistant Superintendent

1 Monteith Drive

Farmington, CT 06032

All inquiries and applications are confidential.

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*Copies of transcripts are acceptable for initial screening.

It is the policy of the Farmington Board of Education that no person shall be excluded from participation in, denied the benefits of, or otherwise discriminated against under any program, including employment, on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, past/present history of mental disorder, learning disability and/or physical disability. Questions concerning Title IV or Title XI compliance should be directed to: Michael Galluzzo, 1 Monteith Drive, Farmington, CT 06032 860-673-8270. Questions concerning Section 504 compliance should be directed to: Dr. Laurie Singer, 2 School Street, Farmington, CT 06032 860-677-1791.

Farmington, Connecticut

Farmington is a scenic and historic New England town nestled in the hills of the Farmington Valley approximately 8 miles west of Hartford. With land on both sides of the Farmington River, the town of approximately 23,000 people enjoys suburban amenities in a country setting. The community includes the historic Farmington and Unionville villages, warm and inviting contemporary neighborhoods and a rich array of community services, restaurants and retail establishments. Numerous regional and national corporate headquarters are located within town boundaries. Westfarms Mall and the University of Connecticut Health Center and Medical Schools are also located in Farmington. In addition to the cultural offerings of Hartford and the region, Farmington is approximately 100 miles from both Boston and New York City.

Farmington Public Schools

The Farmington Public Schools enjoy strong community support and there is an established tradition of educational excellence and high expectations for student performance in academics, the arts and athletics. The district's students attend four elementary schools (Grades K-4), an upper elementary school (Grades 5-6), a middle school (Grades 7-8) and high school (Grades 9-12). The elementary schools and Irving A. Robbins Middle School have been awarded the U.S. Department of Education's Blue Ribbon School Award. Farmington High School was cited by Newsweek as one of the top high schools in America. Additional information regarding the Farmington Public Schools can be found by visiting our website at www.fpsct.org.