Boston Public Schools
Special Advisor for Special Education (SY22-23) (00064052-SY2223)

JOB POSTING

Job Details
Title
Special Advisor for Special Education (SY22-23)
Posting ID
00064052-SY2223
Description
The Boston Public Schools (BPS) has a long, rich tradition and commitment to education as the birthplace of America’s public education system. BPS is a leader in urban education. Nationally recognized programs and initiatives such as universal preschool, early childhood education, an equitable school-based funding formula, and policies specifically focused on creating greater racial equity are but a few of BPS’s signature accomplishments. Every day we strive to be a nation-leading, student-centered public school district providing an equitable and excellent, well-rounded education that prepares every student for success in college, career and life.

The Boston Public Schools is looking for a Special Advisor of Special Education. The Special Advisor will provide special education instructional, compliance, and stakeholder engagement expertise to the District. The Special Advisor will oversee the execution of recommendations of the 2022 Council of Great City Schools report, including expanding inclusive practices within the District and improving special education support services in all Boston public schools. The Senior Advisor will work closely with the Superintendent and the Chief of Special Education. The individual will hold district and school leaders accountable to our special education students and coordinate school support to innovate and transform learning for students with disabilities. The Special Advisor will work with district leaders, including the Chief of Multilingual and Multicultural Education, to create district-wide systems that ensure all our students have access to quality instruction and attend high-quality schools that meet students’ specific learning needs.

RESPONSIBILITIES:
The Special Advisor is responsible for implementing the recommendation of the 2022 Council of Great City Schools report. The position will create an internal working group of members of the Office of Special Education, Office of Multilingual and Multicultural Education, Data and Accountability, Academics, and STEM to design organizational policy and procedures to improve outcomes for our students with special needs. The Special Advisor will engage with external stakeholders for expertise and resources. In addition, this individual will advise the Superintendent on the follow areas related to special education:

1) Policy and Procedures: Provides policy information, guidance and advice to the Senior Deputy Superintendent, the School Committee, the Executive Team and other staff on how to maintain an ethical and compliant culture in all district special education programs and activities;
2) Instructional Practices: Provides expertise in effective and equitable K-12 classroom/instructional support and special education-related services for students with disabilities as determined through the IEP process, including educational services for students in Inclusion and Substantially Separate settings and those receiving resource services;
3) Compliance: Advises on designing and implementing systems and structures to ensure continued compliance with State and Federal Special Education laws and regulations. Acts as an independent review and evaluation body to ensure that special education compliance issues within the district are appropriately monitored, evaluated, investigated and reported.
4) Professional Learning: Guides district adult learning practices with research-based professional learning opportunities for central and school-based staff in promising practices in the education of students with disabilities in alignment with BPS standards-based curriculum, district-wide initiatives, and grounded in adult learning methods
5) Identifies opportunities for organizational improvements and efficiencies and advises the Superintendent about opportunities to create cross-divisional improvements.
6) Assists the Chief of Special Education in developing outcome-based goals for the department and program areas to measure the effectiveness of services delivered.
7) Establishes relationships and ensures effective and appropriate communications with key internal and external stakeholders, including state and city government, school leaders, central departments, parent groups, community groups, and professional organizations;
8) Other tasks as requested by the Superintendent.

QUALIFICATIONS - REQUIRED:

- Hold a Master’s Degree in the field of Special Education or a Master’s Degree in Educational Administration and Supervision with an endorsement in the field of Special Education;
- Hold a valid Special Education Administrator’s license in Massachusetts;
- Minimum 10 years of professional experience in special education;
- Possess a minimum of three years of experience as a Special Education administrator in an urban district;
- Demonstrate a deep understanding of how to support students with mild to moderate and moderate and severe disabilities;
- Demonstrate the ability to assess and address the academic and behavioral needs of students;
- Possess a working knowledge of and ability to problem-solve issues involving the Massachusetts Department of Elementary and Secondary Education Regulations, the Individual with Disabilities Education Act (IDEA), and Section 504 of the Rehabilitation Act;
- Demonstrate an understanding of how to expand inclusive opportunities in a large urban district;
- Ability to work with all levels of an organization
- Demonstrated ability to make/effect change in a large institution
- Excellent/high-level communication skills
- Strong problem-solving and mediation abilities
- Ability to manage multiple constituencies
- Demonstrated leadership qualities, interpersonal skills, and personal characteristics necessary for working effectively with a variety of groups and community-based organizations, leaders, advocates, teachers, principals, and others
- An understanding of and commitment to gaining a greater understanding of what is necessary for an urban school system to enjoy the continuous improvement in an increasingly complex and competitive environment.
- A deeply held and unyielding belief in the overarching mission of public education.
- Current authorization to work in the United States

Terms: Managerial, F101

The Boston Public Schools, in accordance with its nondiscrimination policies, does not discriminate in its programs, facilities, employment, or educational opportunities on the basis of race, color, age, criminal record (inquiries only), disability, homelessness, sex/gender, gender identity, religion, national origin, ancestry, sexual orientation, genetics or military status and does not tolerate any form of retaliation, or bias-based intimidation, threat or harassment that demeans individuals’ dignity or interferes with their ability to learn or work.

Shift Type  Central Office
Salary Range  F101 ($187,537) / 1.0 FTE
Location  Central Office - Office of Human Capital

Applications Accepted
Start Date  10/13/2022
End Date  11/25/2022