Director of Literacy

**Posted Date** (5/6/2024 11:45 AM)

<table>
<thead>
<tr>
<th><strong>Location Name</strong></th>
<th>Central Office</th>
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</thead>
<tbody>
<tr>
<td><strong>Salary Min</strong></td>
<td>USD $97,154.02/Yr.</td>
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<tr>
<td><strong>Salary Max</strong></td>
<td>USD $138,759.87/Yr.</td>
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<tr>
<td><strong>Category</strong></td>
<td>Central Office</td>
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<tr>
<td><strong># of Openings</strong></td>
<td>1</td>
</tr>
<tr>
<td><strong>Close Date</strong></td>
<td>5/17/2024</td>
</tr>
<tr>
<td><strong>Subject</strong></td>
<td>Not Applicable - Non-Instructional Position</td>
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**Purpose and Scope**

**OVERVIEW**

Memphis-Shelby County Schools is seeking dynamic educational champions ready to position our district as a national exemplar of education transformation. We need leaders with a fierce commitment to actualizing a bold vision that yields ambitious outcomes for more than 110,000 students and families across the Memphis-Shelby County area. The reality is that we can do better for kids, and we will with the right leaders in place. The most successful candidates believe that more is possible for Memphis and are:

- **Courageous Thinkers & Doers:** Prepared to navigate and thrive in a complex and ambiguous environment on day one, present innovative ideas to address systemwide issues, and execute sustainable plans toward transformation.
- **Solutions-Oriented:** See the possibilities, demonstrate the capacity to synthesize information and adjust short and long-term goals, and consistently find a window when doors close to deliver measurable results for kids and families.
- **High-Performing Gamechangers:** Leader of leaders with the capacity to mobilize and empower an outstanding team, make people-centered data-informed decisions, and operate with a relentless hyperfocus on removing stubborn barriers that destroy the hopes and dreams of too many of our students.

**SUMMARY DESCRIPTION**
Reporting to the Superintendent, the Director of Literacy will design, lead, and ensure the District’s literacy focus is prioritized and fulfilled to attain ambitious results for kids. This role is pivotal to maximizing the performance of educational leaders through targeted strategies and deep knowledge required to elevate the academic improvement of students across multiple grade levels and performance bands. The Director of Literacy facilitates and manages the comprehensive Literacy strategy that includes vendor supplier development, develops an annual Literacy report for Board of Education, Superintendent, and the public, and performs other duties and responsibilities as assigned by the Superintendent, Assistant Superintendent of Schools, Transformation Officer. The position requires a strong instructional foundation, experience with successfully improving literacy evidenced by measurable results.

**Additional Job Details**

**For Candidates**

Thank you for your interest in serving as Director of Literacy to contribute to enhancing the LEGACY of Memphis-Shelby County Schools. Please review the information provided to ensure full consideration.

**Deadline for Submission** - All materials are due on or by 5pm Friday, May 17, 2024.

**Interviews** - Interviews will begin immediately and occur until the position is filled.

**Application Requirements**

Submit an updated resume, written responses to the questions below, and video responses to legacyleader@scsk12.org with the title of the position in the subject.

Record - In a quiet setting, candidates should record a response to the prompts below within the specified timeframe.

**Prompt (60 seconds)** - Introduce yourself. Why this role, this district, right now? In your response, describe how you have improved literacy (Math and ELA) across multiple grade levels and performance bands. Please be succinct and specific.

**Prompt (90 seconds)** - Define literacy. In your response, share how you have planned high-impact professional learning experiences that heightened the performance of leaders and students. Please be succinct and specific.

Save all files using the naming convention: [Last Name.First Name.Title of Position Seeking.Resume (WritingSample, 60secvideo, etc)].

Submissions exceeding the time listed or without the correct naming convention will not be reviewed.

This position description is not intended to be an exhaustive list of all duties, knowledge or abilities associated with this classification, but are intended to accurately reflect the primary job elements.

Please note: Interested applicants must apply through the MSCS careers website.