



# PLEASE POST

**SUSAN JOHNSON**

Acting Superintendent of Schools  
ADMINISTRATION OFFICE

**RODNEY GILMORE, Ed. D.**

Associate Superintendent for Human Resources  
HUMAN RESOURCES DEPARTMENT

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June 3, 2025

JOB POSTING # 56

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## 2025 - 2026 SCHOOL YEAR VACANCY

### POSITION: **Interim Assistant Superintendent for Secondary Curriculum and Instruction**

**POSITION OVERVIEW:** The Interim Assistant Superintendent for Secondary Curriculum and Instruction provides strategic leadership, oversight, and support in the design, implementation, and evaluation of curriculum and instructional practices for grades 7–12. The interim leader will collaborate with principals, teachers, district leaders, and community stakeholders to maintain continuity and excellence during a transitional period.

#### **KEY RESPONSIBILITIES:**

- Oversee the design, evaluation, and alignment of curriculum and instructional programs for middle and high schools (grades 7–12).
- Supervise and support secondary school principals in instructional leadership, school climate, data-driven decision making, and performance evaluations.
- Ensure compliance with New York State Education Department (NYSED) regulations, including Next Generation Learning Standards.
- Lead the review and adoption of instructional materials and resources.
- Guide instructional best practices, including differentiated instruction, Universal Design for Learning (UDL), culturally responsive-sustaining education (CRSE), and project-based learning.
- Collaborate with principals and instructional leaders to support rigorous and equitable academic programming. Integrate technology and innovation to enhance instruction.
- Design and implement systemic professional learning opportunities for teachers, instructional coaches, and administrators.
- Oversee secondary student performance data analysis to inform instructional improvements and equity-focused interventions.
- Monitor student achievement data (e.g., Regent's exams, state assessments, local benchmarks) to inform instructional strategies.
- Lead the secondary education component of the District's strategic plan and continuous improvement initiatives.
- Assist in recruitment, hiring, and retention of high-quality secondary instructional staff.

- Supervise and evaluate relevant staff.
- Prepare reports and make presentations to the Board of Education, community groups, and internal stakeholders as needed.

**QUALIFICATIONS:**

- New York State SDA (School District Administrator) or SDL (School District Leader) certification.
- Minimum of five years of successful school administrative experience, including secondary experience.
- Deep knowledge of NYS learning standards, secondary curriculum, instructional best practices, and data analysis.
- Strong leadership, communication, and interpersonal skills.

**SALARY:** Commensurate with experience

**CLOSING DATE:** June 13, 2025

**APPLICATION PROCEDURE:** To apply click on this link [www.olasjobs.org/hempstead-ufsd](http://www.olasjobs.org/hempstead-ufsd)

*Rodney Gilmore, Ed. D.*

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Associate Superintendent for Human Resources

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