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## **SPRUCE MOUNTAIN SCHOOL DISTRICT RSU#73 Standards Analysis Stipend Position**

Twelve-week stipend position to conduct a standards analysis of up to fifteen school districts.

### **Purpose:**

This person will be responsible for the creation of a database for input of district standards, analysis of standards, and presentation of a final report. The review and presentation should include a baseline for common expectations across all districts.

### **Duties:**

- Create a data gathering tool designed to analyze standards for commonalities and differences.
- Collaborate with all schools to gather the standards needed for analysis.
- Populate the standards database.
- Analyze data for baseline expectations across all districts.
- Prepare analysis for presentation.
- Plan the necessary time, resources, and materials to support the deadline.

### **Knowledge/Skills/Abilities:**

- Understanding of current techniques and procedures used in the design and development of curriculum.
- Exemplary computer and presentation skills.
- Ability to communicate both orally and written; research efficiently; develop, present, and promote projects; work independently; prioritize work, and meet deadlines.
- Knowledge of standards-based instruction, assessment, and reporting.
- Ability to maintain positive relationships.
- Team player with positive attitude, sense of humor, energy, and dedication to collaboration.

### **Minimum Preferred Education:**

Minimum: Bachelor's degree and teaching certification, preferably associated with Administration or in Curriculum & Instruction.

### **Minimum Preferred Experience:**

Minimum: Five years, including a minimum of two years in program/curriculum development.

Knowledge and experience developing curriculum and analysis are required. S/he should be highly organized and able to work independently and without much supervision. Candidates should also have high energy and a willingness to be flexible and creative.

All interested candidates must submit an [Application for Administrative Position](#), letter of intent, resume, any certifications, and three letters of reference to:

Kenneth J. Healey  
Superintendent of Schools  
9 Cedar Street, Livermore Falls, ME 04254

Closing date: 5/8/2018 or until a qualified candidate is found  
Email submissions can be sent to [rrobitaille@rsu73.com](mailto:rrobitaille@rsu73.com)  
Applications are available on-line at [www.rsu73.com](http://www.rsu73.com)

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