



POSITION ANNOUNCEMENT

Karen B. Salmon, Ph.D.
State Superintendent of Schools

Office of Human Resources · 200 West Baltimore Street · Baltimore, MD 21201 · 410-767-0019 · 410-333-3045 TTY/TDD

EARLY CHILDHOOD DEVELOPMENT

September 2, 2016

POSITION TITLE: Assistant State Superintendent – Division of Early Childhood Development

POSITION NUMBER: 063893

SALARY: Executive Salary Scale (ES -6)

LOCATION: Nancy S. Grasmick Education Building
200 West Baltimore Street
Baltimore, Maryland 21201

NATURE OF WORK: The Maryland State Department of Education is seeking highly qualified candidates for the position of Assistant State Superintendent for the Division of Early Childhood Development (DECD). This position reports directly to the Deputy State Superintendent for Teaching and Learning and is responsible for the direction and oversight of Early Childhood Development programs and initiatives that improve school readiness skills of all children in Maryland, as well as, ensures the safety and health of children in child care programs. The DECD is comprised of the Office of Child Care, the Early Learning Branch, and the Collaboration and Program Development Branch.

DUTIES AND RESPONSIBILITIES Provide leadership and complete statutory as well as regulatory oversight of all programs and initiatives within the Division of Early Childhood Development: develops and upholds mission and strategic plan to improve the quality of early care and education programs in Maryland; collaborates and communicates with other Divisions within MSDE and early childhood stakeholders statewide to promote programs and initiatives which support school readiness for all young children; establishes accountability measures in terms of fiscal prudence and programmatic effectiveness within the Division; advises the State Board of Education regarding early childhood education and early care issues, standards, and policies.

MINIMUM QUALIFICATIONS: **EDUCATION:** Applicants should possess a Master's Degree or 36 hours of post baccalaureate coursework in Education, Early Childhood Education and/or Education Administration/Supervision

EXPERIENCE: Extensive experience in educational supervision and management in the areas of early childhood education, school readiness, early care education, school improvement and school/education program administration.

ESSENTIAL REQUIREMENTS: Critical skillsets needed for this position include a deep understanding of early childhood learning and school readiness, education standards for early child care programs, and curriculum. Knowledge of Common Core standards, Race To The Top grants, and organizational change efforts would be highly valued and applicable. The Maryland Public School System remains recognized as a national leader in education reform.

PROCEDURE FOR APPLICATION:

Applicants must submit their resume (or vitae) and complete a Maryland State Department of Education Application for Employment indicating application for **Assistant State Superintendent – Early Childhood Development Position #063893**. The Application, resume, and any support documentation must clearly demonstrate that the applicant satisfies the prerequisite Qualifications and possesses the Essential Requirements for the position. Completed Applications must be directed to the Staff Employment Section within the Human Resource Management Branch, 200 West Baltimore Street, Baltimore, Maryland 21201 or faxed to 410-333-8950.

For inquiries or an MSDE Application, contact 410.767.0019 or TTY/TDD 410-333-3045, or visit the Job Opportunities page on our website at: marylandpublicschools.org. All applications should must be received by the Closing Date.

Appropriate accommodations for individuals with disabilities are available upon request.

CONDITIONS OF EMPLOYMENT:

Proof of eligibility to work in compliance with the Immigration Reform and Control Act and travel throughout the State are required. Any misrepresentation of academic or experience requirements for this position may result in non-selection or termination of employment. All applications must be received by the Closing Date.

CLOSING DATE:

For immediate consideration please submit your application by September 16, 2016 – open until filled.