



# ITHACA CITY SCHOOL DISTRICT

400 Lake Street • Ithaca, New York • 14850

## NOTICE OF VACANCY - INTERNAL APPLICANTS ONLY

**We envision 6000+ Thinkers.** Thinking is foundational to the development of self and society. It is the cornerstone of all creative ideas and problem solving, new scientific discoveries, new products and services, individual and organizational learning, education, business success, interpersonal and intrapersonal communications, all social change and even democracy itself. Our vision is what we see. It motivates us. Our vision is audacious.

**Our Mission is to engage, educate, and empower.** We will strive to engage all students in the importance and relevance of thinking; to educate every learner to communicate, comprehend, and collaborate for understanding; and to empower all in the ICSD to achieve academic excellence.

**Position Title:** .5 FTE Teacher on Special Assignment (TOSA) - Student Activities Director

**Brief Description:** The Director of Student Activities at Ithaca High School is responsible for coordinating student related programs, including but not limited to:

- Overseeing approximately 60 school clubs, advisors, and club finances;
- Developing curriculum for and teaching a Leadership 101 course for student leaders;
- Facilitating student group discussions of underrepresented students' experiences at Ithaca High School and reporting issues to the Administration;
- Coordinating, approving, and monitoring extra-curricular fundraising;
- Advising Student Council, the Senior Class, Model United Nations, Student Representatives to the Board of Education, and Student Activities Club;
- Counseling students who want to get involved in activities;
- Organizing pep rallies, student ceremonies, dances, Field Day, and Senior Week;
- Coordinating Commencement;
- Assisting with Student Award Ceremonies for Underclassmen and Seniors;
- Acting as community liaison for extra-curricular activities; and
- Participating on IHS Leadership Team (Administrators and Department Chairs)
- Completing other duties as assigned by the Principal.

**Current Location:** Ithaca High School

**Anticipated Dates:** September 1, 2022

**Posting Dates:** June 10, 2022 through June 20, 2022

**Ithaca City School District values diverse perspectives and life experiences. We encourage people of all backgrounds to apply, including people of color, women, LGBTQIA+, veterans, people with disabilities, and those with lived experiences.**

**MANDATORY Writing Sample**  
**Writing Sample required for application to be complete**  
**Please upload in writing sample or with cover letter**

1. ICSD has a diverse student population representing a variety of races, gender identities, learning needs, social economic status, sexual orientations, languages, national origins, etc. Describe your teaching strategies and/or experiences for effectively educating students from diverse backgrounds. Please give specific examples of how you respond effectively to students who have a variety of identities, and/or respond effectively to students who are different from your own identity. How do you ensure success for every student?
2. Tell us about any personal and professional experiences you have had that would help you help us to fulfill our district equity goals.
3. The Ithaca City School District is a 1:1 district in grades 3-12. Please provide examples of how you have used or your vision for using digital technology in instruction. Also, please provide evidence of how you stay current with students' digital world.

**Required Qualifications:**

- The Ithaca City School District is committed to eliminating race, class and disability as predictors of academic performance, co-curricular participation and discipline. Qualified candidates will demonstrate a basic awareness of these commitments and a strong willingness to support these efforts.
- Possession of (or proof of eligibility for) New York State teacher certification, and possession of New York State certification as a School District Administrator, School District Leader, School Administrator/Supervisor, or School Building Leader are required.
- Internal applicants only.

**Desired Characteristics:**

- An educational leader whose competency, energy, and commitment will help ensure students thrive; and
- Proven ability to interact effectively with students and their families who represent cultures that are diverse in terms of race, class, ethnicity, sexual orientation, and other characteristics in order to build an effective and collaborative school community; and

**Salary Range:** As per current ITA contract (10 month full time base).

**Internal applicants send a letter of interest to:**

Office of Human Resources  
Ithaca City School District  
400 Lake Street  
Ithaca, NY 14850  
or email: [mark.vrede@icsd.k12.ny.us](mailto:mark.vrede@icsd.k12.ny.us)

*The Ithaca City School District does not unlawfully discriminate in employment on the basis of age, race, color, religion, creed, ethnicity, national origin, sexual orientation, gender identity and expression, military status, veteran status, sex, disability, predisposing genetic characteristics, marital status, familial status, domestic violence victim status, or other federal/state protected status.*