

Curriculum Director, Grant Writer, and Federal Programs Coordinator

Position Overview:

The Redbank Valley School District is seeking an experienced educational leader to oversee curriculum development, manage federal programs, and lead grant writing initiatives to support district goals and student success.

Primary Responsibilities Include (but are not limited to):

- Providing leadership in curriculum development, alignment, and instructional improvement
- Coordinating and managing federal programs in compliance with PDE and federal guidelines
- Writing, managing, and monitoring grants to support district initiatives
- Collaborating with administrators and staff to analyze data and improve instructional outcomes
- Ensuring compliance with reporting, budgeting, and program evaluation requirements

Qualifications:

- Valid Pennsylvania Principal Certification (**required**)
- Experience with curriculum leadership, federal programs, and grant writing
- Strong analytical, organizational, and communication skills
- Knowledge of Pennsylvania Department of Education requirements

Application Requirements

Internal Applicants should submit a cover letter and resume

External Applicants must submit the following materials:

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| <ul style="list-style-type: none">• Standard Pennsylvania Teaching Application• Cover Letter• Resume• Official Transcripts• Copy of all Pennsylvania Certifications<ul style="list-style-type: none">○ <i>Principal Certification required</i>• Three (3) Letters of Recommendation | Clearances (dated within one year): <ul style="list-style-type: none">○ Act 34 – Pennsylvania State Police Criminal Record Check○ Act 151 – Child Abuse History Clearance○ Act 114 – FBI Fingerprint Clearance○ Act 24 - Arrest/Conviction Report○ Act 168 Disclosure Forms (where applicable) |
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Submission Instructions

Application materials should be submitted to:

Dr. Michael Guidice
Superintendent
Redbank Valley School District

By Hard Copy:
920 Broad Street
New Bethlehem, PA 16242

Or Electronically:
mguidice@redbankvalley.net

Applications will be accepted until the position is filled.