

# Diocese of Nashville

<https://dioceseofnashville.com/job/assistant-superintendent-of-curriculum-and-instruction/>

## Assistant Superintendent of Curriculum and Instruction

### Hiring organization

Diocese of Richmond

### Job Location

Richmond, VA

### Date posted

May 15, 2026

### Valid through

15.08.2026

Interested candidates should [submit a resume and application via the Diocese of Richmond \[CLICK here\]](#).

### Description

The Diocese of Richmond Office of Catholic Schools seeks a mission-driven, experienced educational leader to serve as Assistant Superintendent of Curriculum and Instruction. This position provides coordination and support for all aspects of The Diocese of Richmond's Consensus Curriculum, instruction, assessment, and faith integration across diocesan schools.

The Assistant Superintendent of Curriculum and Instruction leads the development, implementation, and continuous improvement of instructional programs for all grade levels. This role ensures academic excellence rooted in Catholic identity by supporting school leaders, fostering professional growth, and promoting data-informed decision-making.

### Responsibilities and Tasks:

#### Curriculum Leadership and Instructional Oversight

- Lead and support the development, implementation, and evaluation of diocesan curriculum and instructional programs.
- Ensure alignment of academic standards with Catholic teachings and integration of faith across all content areas.
- Chair and coordinate the Master Curriculum Council to promote collaboration, coherence, and continuous improvement.

#### Assessment and Student Achievement

- Provide oversight and guidance for the implementation and analysis of MAP Growth assessments.
- Support schools in interpreting data to inform instruction and improve student outcomes.
- Assist schools in developing and monitoring Student Growth Plans for students not meeting academic benchmarks.
- Provide support for parents with academic concerns

#### Teacher Effectiveness and Licensure

- Guide principals and teachers through Virginia licensure requirements and diocesan expectations.
- Provide oversight, training, and support for teacher evaluation systems, including Evaluwise.
- Support principals in strengthening instructional leadership and supervision practices.

#### Professional Learning and Leadership Development

- Design and deliver high-quality professional development for teachers and instructional leaders.
- Coordinate and oversee Teacher Mentor Programs to support new and early-career educators.
- Promote a culture of continuous improvement and professional excellence

across all schools.

### **Exceptional Education and Student Support**

- Support schools in implementing inclusive practices and providing appropriate accommodations for diverse learners.
- Provide guidance and resources related to exceptional education services.

### **Safe and Supportive School Environments**

- Lead diocesan anti-bullying initiatives and provide resources to foster safe, respectful school communities.

### **Faith Formation and Catholic Identity**

- Support religion coordinators and school leaders in strengthening faith formation programs.
- Ensure Catholic identity is authentically integrated into curriculum and school culture.

### **Diocesan Academic and Enrichment Programs**

- Oversee diocesan-wide academic events such as the Spelling Bee, Science Fair, and Battle of the Books.

Requirements

#### **QUALIFICATIONS:**

1. Practicing Catholic in good standing with a strong commitment to Catholic education.
2. Master's degree in educational leadership, curriculum and instruction, or related field (doctoral degree preferred).
3. Significant experience in Catholic school leadership (principal or diocesan-level leadership preferred).
4. Demonstrated expertise in curriculum development, instructional leadership, and assessment
5. Knowledge of Virginia licensure requirements and teacher evaluation systems.
6. Strong communication, organizational, and leadership skills.
7. Strategic thinker with the ability to implement vision across diverse school settings.
8. Collaborative leader who builds strong relationships with principals and teachers.
9. Instructional expert grounded in both best practices and Catholic educational philosophy

#### **WORKING CONDITIONS:**

This is a full-time position (35 hours per week). Office hours are 8:30AM – 4:30PM, Monday through Friday. Occasional evening or weekend events may be required. Travel throughout the diocese is expected.

Summary

- Interested candidates should submit a cover letter of interest, resume, and a full application. For any questions, please contact Kelly Shumate, HR

Generalist/Recruiter at [jobs@richmonddiocese.org](mailto:jobs@richmonddiocese.org)

- The Catholic Diocese of Richmond is a great place to work. As a diocese, we are a family-oriented and faith-centered group of individuals who welcome the diversity of our people and actively focus on creating a comfortable and productive workplace. We have a long-standing commitment to justice in the workplace, and we are proud of our employment practices that serve over 2,700 lay and religious employees, employers and clergy serving in the Pastoral Center, parishes, schools, and other agencies.

### **How to Apply**

Interested candidates should [submit a resume and application via the Diocese of Richmond \[CLICK here\]](#).