

# Elementary Curriculum Coach

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<b>POSITION:</b>	Curriculum Coach
<b>REPORTS TO:</b>	Principal
<b>EMPLOYMENT TERM:</b>	210 days
<b>CERTIFICATION:</b>	Valid WV Teacher Certification, Elementary Ed K-6 or Multi-Subjects K-8 Preferred
<b>EXPECTATIONS:</b>	This individual works collaboratively with teachers and students to implement effective literacy and mathematics instruction and assessment practices. A direct correlation shall be established linking instructional strategies and the 21 <sup>st</sup> Century Learning initiatives identified within each school's five year strategic plan. As with any federally funded staff member, this individual may not cover classes and the time in the building should maintain a professional development/ instructional focus (not supervising students during non-instructional times).

**QUALIFICATIONS:**

- Valid teaching certificate required, elementary or multi-subject certification preferred;
- Minimum of Master's Degree in Education required, Reading or Special Education preferred, Administrative Certification desirable;
- Minimum of three (3) years of successful teaching experience, elementary level preferred;
- Classroom management skills and effective communication and interpersonal skills;
- Experience in working with programs delivering instruction to at-risk students;
- Experience with progress monitoring, formative assessments, and summative assessments;
- Experience with administering and analyzing county benchmark assessments;
- Experience with collaborative planning and instruction;
- Experience with implementing Ashlock Strategies, DIBELS Next, and Everyday Math;
- Experience with reading and writing across the curriculum;
- An understanding of fundamental learning theories and methods of scientifically-based reading/math research blended with knowledge of technology;
- Experience with strategies for integrating technology into the curriculum;
- Experience with curricular strategies for Response to Intervention (RTI), differentiated instruction (DI), and 21<sup>st</sup> Century Learning, and project-based learning (PBL); and
- Experience in conducting school-based and/or county professional development.

**DUTIES AND RESPONSIBILITIES:**

- Serve as a leadership team member and participate in all state and county Priority School initiatives;
- Assist with Title I documentation;
- Communicate regularly with the school principal, elementary director and federal programs director;
- Assist classroom and intervention teachers in preliminary diagnosis, grouping, intervention strategies, and progress monitoring;
- Confer with teachers (pre and post) to create action plans based on instructional observations and student performance;
- Confer with school support teams concerning the evaluation and progress of students;

- Assess and report progress in student achievement based on accountability measures;
- Identify teaching strategies, curriculum, software, and other educational resources available to meet specific school, teacher and student needs;
- Participate in development of county elementary curriculum (i.e., pacing guides, county resource website);
- Participate in county five-year strategic plan and each school's strategic planning;
- Participate in school/county grant writing;
- Collaborate/coordinate with teachers to support the use of a variety of instructional strategies;
- Collaborate/coordinate with county technology integration specialist (TIS) to effectively integrate technology into instruction;
- Analyze test data; determine each school's curricular area of weakness; and model scientifically-based instructional strategies into the instruction to improve the curricular area;
- Participate in meetings and professional development structured by the WVDE/county;
- Participate in professional development in regard to maintaining most current certification;
- Prepare and submit accurate reports in a timely manner, as required;
- Provide school/county professional development;
- Conduct school/county parent involvement programs;
- Prepare monthly activity reports;
- Conduct trend analysis of targeted needs and student achievement from year to year; and
- Other duties as assigned.

**SALARY:** Based upon Fayette County teacher pay scale, degree, and years of experience.  
(Continuance of this position is contingent upon federal funding).