

Itinerant Secondary Education Specialist

POSITION: Itinerant Secondary Education Specialist

REPORTS TO: Director of Secondary Schools

EMPLOYMENT TERM: 210 days

CERTIFICATION: WV Teacher Licensure

EXPECTATIONS: This individual works collaboratively with administrators, teachers and students to implement effective instructional strategies and assessment practices. A direct correlation shall be established linking instructional strategies and the 21st Century Learning initiatives identified within each school's strategic plan. As with any federally funded staff member, this individual may not cover classes and the time in the building should maintain an instructional focus (not supervising students during non instructional times).

QUALIFICATIONS:

- Valid teaching certificate;
- Minimum of Master's Degree in Education required, with certification in a core subject area. Certification in Reading or Language Arts or English 5-12 preferred;
- Minimum of three (3) years of successful teaching experience in a core subject area required, with experience in Reading or Language Arts or English 5-12 preferred;
- Classroom management skills and effective communication and interpersonal skills;
- Experience in working with delivering instruction to at-risk students;
- Experience with using data from formative and summative assessments;
- Experience with implementing collaborative planning and instruction;
- Experience with implementing 21st Century teaching and learning strategies
- Experience with fundamental learning theories and methods of scientifically-based instruction blended with knowledge of technology;
- Experience with strategies for integrating technology into the curriculum;
- Experience with differentiated instruction (DI), 21st Century Learning/technology integration, project-based learning (PBL), reading and writing across the curriculum, co-teaching, formative and summative assessments, questioning strategies and inclusion; and
- Experience in conducting school-based and/or county professional development.

DUTIES AND RESPONSIBILITIES:

- Assist classroom and intervention teachers in preliminary diagnosis using data, prescription, and implementation of individualized plans for student achievement;
- 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 curriculum for core subject areas (frameworks and county resource website);
- Participate in county and school strategic planning;
- Participate in school/county grant writing;
- Collaborate/coordinate with teachers to support the use of a variety of instructional strategies and technology and delivery of curriculum;
- Collaborate/coordinate with county technology integration specialist (TIS) to effectively integrate technology into instruction;
- Assisting in the analysis of test data to help determine school's curricular areas of weakness, and model scientifically-based instructional strategies to improve those curricular areas;
- 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;
- Provide guidance for tracking longitudinal data for individual student achievement; and
- Other duties as assigned.

SALARY: Based upon Fayette County teacher pay scale, degree, years of experience, plus \$7.50 a day. (Continuance of this position is contingent upon federal funding.)