

READING REGIONAL INSTRUCTIONAL SPECIALIST

Application Deadline: October 29, 2010

Salary Range: 55,000 to 70,000

Contact: Deedara Hicks, Regional Executive Director, Deedara.Hicks@fldoe.org

Job Description: See below for qualifications information.

Open Position: Region 5

All applicants must submit a letter of interest and resume indicating qualifications as they relate to the listed criteria for this position via email or fax. You must indicate in your letter if you are claiming Veterans' Preference. It is the responsibility of the applicant to submit sufficient information to enable the screening committee to effectively evaluate his/her education, training, and experience.

QUALIFICATIONS

1. Bachelor's degree
2. Reading certification or endorsement
3. Five (5) years successful teaching and/or coaching experience
4. Experience in improving student performance in high poverty schools
5. Demonstrated success working collaboratively with educators in establishing goals, objectives, and action plans to increase student achievement

KNOWLEDGE, SKILLS AND ABILITIES

- Deep, broad knowledge and expertise of what quality reading instruction looks like in the classroom
- Deep, broad knowledge of the reading standards, benchmarks, and item specifications
- Ability to redirect instruction to improve instructional delivery
- Content-area knowledge and expertise in primary and secondary curriculum and pedagogy
- Knowledge and skill in data analysis
- Knowledge of various evidence-based instructional coaching approaches
- Strong interpersonal skills that lead to an effective working relationship with all internal and external customers
- Strong written and verbal communication skills
- Strong presentation skills with the ability to deliver technical assistance in a form understood by stakeholders
- Strong organizational and problem-solving skills
- Ability to work autonomously and employ multiple approaches to solve specific achievement challenges
- Strong analytic and interpretation skills
- Ability to orchestrate change
- Ability to meet tight timeframes
- Ability to balance multiple and competing priorities
- In-depth knowledge of state and federal laws, rules, policies, and procedures related

- to school improvement and Differentiated Accountability
- Strong knowledge of Microsoft Office programs
- Strong work ethic
- Knowledge of Differentiated Instruction
- Unwavering belief that all students can be academically successful despite challenges

An additional requirement of the job is to be able to travel in state at least 50-75% of the time for state meetings, workshops/conferences, and site related instructional modeling, coaching, monitoring and instructional reviews.

REPORTS TO:

Regional Executive Director

JOB GOAL:

Serves as a reading content expert to provide technical assistance and support to assigned schools and to prioritize services to schools identified as low achieving by state and federal standards. Using effective methods, resources, and evidence-based instructional strategies, the reading instructional specialist assists with the implementation of federal and state legislation, priorities, and requirements for ensuring school improvement. The reading instructional specialist focuses on increasing the academic achievement for all students, especially in the area of reading, while building the capacity of teachers and instructional coaches to sustain student achievement.

SUPERVISES:

None

PERFORMANCE RESPONSIBILITIES:

- Manifests a professional code of ethics and values
- Provides a non-threatening, open, professional, and collaborative work relationship with schools
- Works collaboratively with schools on all aspects of professional development, technical assistance, program monitoring, special requests for assistance, preparation of materials for State Board of Education (SBE)
- Promotes and support implementation of Florida's school improvement and accountability system
- Provides ongoing technical assistance to districts and targeted schools based on identified needs and data including the implementation of evidence-based instructional strategies; progress monitoring; professional learning communities; lesson study; School Improvement Plan development, differentiated instruction; and training on the Florida Continuous Improvement Model (FCIM) and the new standards.

- Keeps abreast of state and federal educational legislation, SBE mandates, and FDOE policies and procedures
- Supports the successful alignment and implementation of school and district improvement plans with the Comprehensive K-12 Research-Based Reading Plan, particularly those with the goal of creating high performing secondary schools
- Conducts instructional reviews in selected schools and provides follow up assistance and professional development in schools and districts based on areas of need
- Supports statewide reading initiative as outlined in Florida Statute (s.1008.25, F.S.)
- Works with FDOE to coordinate efforts and provide appropriate services to schools so that there can be a cohesive, sustained, intensive and classroom- focused approach that is rigorous, engaging, and relevant for students
- Reports all activities on the online database by the required deadlines
- Keeps abreast of the latest research to improve student achievement in the respective content area
- Performs other duties and responsibilities as assigned by supervisor

TERMS OF EMPLOYMENT:

Non-bargaining unit compensation plan, twelve months, 8.0 hours per day

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Florida Department of Education's policy on evaluation of personnel.