

SCHOOL DISTRICT OF FLAGLER COUNTY

JOB DESCRIPTION

LITERACY COACH

QUALIFICATIONS:

- (1) Must have a Bachelors Degree or higher in Elementary Education, English Language Arts, or Reading
- (2) Must have Reading Endorsement or working toward endorsement or certification in Reading
- (3) Valid Florida Teaching Certificate.
- (3) Demonstrated leadership ability.
- (4) High energy and enthusiasm level.
- (5) Strong knowledge base in working with adult learners.

KNOWLEDGE, SKILLS AND ABILITIES:

Coaches are expected to have experience as successful classroom teachers. Coaches are expected to exhibit knowledge of scientifically based reading research, special expertise in quality reading and writing instruction and infusing reading and writing strategies into content areas. Coaches should be excellent communicators with outstanding presentation, interpersonal, and time management skills. Coaches should exhibit knowledge in the use of the reading progress data to inform and guide instruction.

REPORTS TO:

Principal

JOB GOAL

To serve as a resource for professional development throughout a school to generate improvement in reading/writing instruction and student achievement.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- (1) Support and provide each of the major five reading components as identified by DOE, as needed, based on an analysis of student performance data.
- (2) Administration and analysis of instructional assessments and learning strategies.
- (3) Provide differentiated instruction and strategies for providing intensive intervention.
- (4) Model effective instructional strategies for teachers.
- (5) Train teachers in data analysis and using data to differentiate instruction.
- (6) Coach and mentor new and identified teachers.
- (7) Provide daily support to new and identified classroom teachers.
- (8) Work with teachers to ensure that research-based reading programs (comprehensive core reading programs, supplemental reading programs and comprehensive interventional reading programs) are implemented with fidelity.
- (9) Help lead and support reading leadership teams at their school(s).
- (10) Continue to increase their knowledge base in best practices in reading.

READING/LITERACY TEACHER

(Continued)

- (11) Coach should not be assigned a regular classroom teaching assignment, but they are expected to work with students in whole and small group instruction in the context of modeling and coaching in other teachers' classrooms. This should occur as frequently as possible, given the relative impact on teacher knowledge and practice compared to other roles and duties of the coach. A coach may be utilized as a part-time coach in two different schools and still be considered a full-time coach.
- (12) Coach is responsible for working with **all** teachers (including ESE, content area, and elective areas) in the school they serve; however, they must prioritize their time to those teachers, activities, and roles that will have the greatest impact on student achievement, namely coaching and mentoring in classrooms.
- (13) Work with Teaching and Learning to implement with fidelity the state and district-approved Reading Plan.

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.
Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

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

*Essential Performance Responsibilities

Job Description Supplement Code 10

Flagler Schools Strategic Framework – Academic Services

Salary Lane: Instructional IA8