

59.03

SCHOOL DISTRICT OF BAKER COUNTY

JOB DESCRIPTION

READING COACH

QUALIFICATIONS:

- (1) Bachelor's Degree from an accredited college or university.
- (2) Certified by the State of Florida

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of Florida Reading Initiative
- Ability to identify struggling readers and work with them
- Ability to design, implement, and monitor the school intervention plan for struggling readers.
- Ability to monitor and respond to school reading assessments.
- Ability to coach and support teachers in classroom practice.
- Ability to facilitate in-service/training needs of the school.

REPORTS TO:

Principal

JOB GOAL

To serve as a catalyst to monitor, support, and evaluate the implementation of the strategies outlined by the Florida Reading Initiative by working with struggling readers, facilitating, testing and monitoring students' reading progress.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Collaborate with the principal and the Florida Reading Initiative Lead Team to cultivate a successful learning community.
- * (2) Serve as the connecting link between the Literacy Participation Site and the Florida Reading Initiative Lead Team.
- * (3) Serve on the school leadership team.
- * (4) Help identify struggling readers.
- * (5) Provide leadership in the process of designing, implementing, and monitoring the school intervention plan for struggling readers.
- * (6) With the principal, monitor, and respond to school reading assessments.
- * (7) Coach and support teachers as they translate the Florida Reading Initiative components into classroom practice.
- * (8) Promote ongoing professional development of teachers in the building through activities such as coaching, grade level meetings, classroom demonstrations, and study groups.

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READING COACH (Continued)

- * (9) Facilitate in-service/training needs of the school with the principal and the Florida Reading Initiative contact.
- * (10) Monitor the school's ongoing progress toward the goal of 100% literacy.
- * (11) Participate in monthly professional development sessions conducted/sponsored by the Florida Reading Initiative.
- * (12) Share with the principal and teachers the content of the monthly professional development sessions.
- * (13) Provide leadership in the selection, acquisition and management of instructional materials and resources.
- * (14) Serve as a liaison in the evaluation process of the Florida Reading Initiative.
- * (15) Be knowledgeable about the Florida Reading Initiative (history, local development, purposes, plans, etc.) and introduce it to other schools through faculty meetings and presentations at professional development workshops.
- * (16) Not be an administrator and depend on the principal for administrative decisions.
- * (17) Perform other duties / tasks consistent with the goals and objectives of this position.

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