



# PLEASE POST

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Superintendent of Schools  
ADMINISTRATION OFFICE

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HUMAN RESOURCES DEPARTMENT

May 13, 2024

JOB POSTING # 41

## 2024-2025 SCHOOL YEAR VACANCY Department of Bilingual Education & World Languages

**POSITION: INSTRUCTIONAL SUPPORT AND OPERATIONAL MONITOR**

**LOCATION:** Districtwide (location of position is Marshall School)

### QUALIFICATIONS:

- Valid New York State TESOL Certification

**KEY RESPONSIBILITIES:** The position focuses on empowering educators with the knowledge and skills to create impactful learning experiences for their English Language Learners (ELLs).

### Focus Areas:

- **Effective Utilization of Approved Tools:**
  - Guide teachers in understanding and leveraging approved instructional tools and resources (LexiaEnglish, Freckle, Lalilo, Nearpod, myON, Renaissance) to enhance Tier 1 instruction.
  - Facilitate workshops and provide resources to help teachers integrate these tools seamlessly into their lesson plans.
- **Best Practices for Supporting ELLs:**
  - Collaborate with teachers to identify and implement research-based best practices specifically designed to support the unique needs of ELL students.
  - Share and discuss effective strategies for fostering language acquisition, building background knowledge, and promoting academic success.
- **Data-Driven Instruction:**
  - Equip teachers with the skills to analyze data from assessments like Renaissance and Lexia to gain valuable insights into student progress.
  - Support teachers in using data to inform instruction, personalize learning experiences, and identify areas for improvement.

### Coaching Strategies:

- **Classroom Walkthroughs and Feedback:** Conduct regular classroom walkthroughs to provide targeted feedback on teachers' use of approved tools, best practices, and data-driven instruction.



- **Professional Development:** Organize and lead professional development sessions, workshops, and webinars on relevant topics like vocabulary instruction, differentiation in small groups, and culturally responsive teaching.
- **Collaboration and Support:** Foster a collaborative environment through individual coaching sessions, team meetings, and online communities. Offer ongoing support and guidance to teachers as they implement new strategies and resources.

**Communication and Assessment:**

- Maintain regular communication with teachers through email, phone calls, and in-person meetings.
- Conduct surveys and gather feedback to evaluate the effectiveness of the coaching program and ensure it meets teachers' needs.

**COMPENSATION:** **Service Assignment I;** Selected applicants will be required to submit a monthly log to reflect 10-20 hours worked monthly, identifying activities performed beyond the regular workday.

**Source of funding – Title III**

**CLOSING DATE:** May 20, 2024

**APPLICATION PROCEDURE:**  
To apply SCAN the QR Code or click link below [www.olasjobs.org/hempstead-ufsd](http://www.olasjobs.org/hempstead-ufsd)



*Rodney Gilmore Ed. D.*

Associate Superintendent for Human Resources

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