

Gifted Education Specialist

Purpose Statement

The Gifted Education Specialist is a learning facilitator and advocate dedicated to meeting the educational needs of gifted students. This role involves implementing a variety of instructional strategies and interventions to ensure students receive appropriate academic challenges and opportunities for growth. The position also includes collaboration with staff, administration, and parents to support gifted learners.

Supervisory Relationship

Administrator who holds the Gifted Education Profile

Essential Functions

The Gifted Education Specialist serves as both a learning facilitator and advocate, performing the following duties:

- **Learning Facilitator**
 - Provide for the needs of gifted students through a variety of services such as small group direct, individual personalized, flexible groups, whole class thinking skills, co-teaching, subject acceleration, grade-skipping, etc.
 - Attend professional development opportunities that promote improved instructional strategies and support researched-based resource material needed to implement the intervention program successfully and support/maintain professional growth.
 - Support score 4 opportunities on proficiency scales - directly and/or indirectly.
- **Advocate**
 - Gather, organize, administer, and interpret assessment data to identify students in need of gifted services.
 - Attend grade level and Gifted Education PLC meetings and participate in data analysis meetings.
 - Collaborate with classroom teachers, building and district specialists, building administrators, and parents when designing MTSS gifted education interventions.
 - Maintain accurate student records, parent communications records, and student progress data reports.
 - Moderate student goal-setting.
- **Learning Facilitator and Advocate**
 - Utilize ND DPI Best Practices for Gifted Education and research-based intervention materials to meet the learning needs of identified gifted students.
 - Follow district guidelines and policies.
 - Maintain proper professional conduct as defined in the Certified Teacher Manual, Certified Teacher Negotiated Agreement and district policies.
 - Perform other duties as deemed appropriate and assigned by the Building Principal

Bismarck Public Schools is in the process of implementing Marzano's High Reliability Schools Framework. The responsibilities of the Gifted Education Specialist will evolve as the district advances efforts toward Personalized Competency-Based Education (PCBE).

Job Requirements: Minimum Qualifications

Skills

- Strong instructional and differentiation skills tailored to gifted learners.
- Ability to analyze student data to guide instruction and decision-making.
- Collaboration skills for working with teachers, administrators, and families.
- Effective communication skills, both written and verbal.
- Strong problem-solving and decision-making abilities.

Knowledge

- Best practices in gifted education and research-based instructional strategies.
- North Dakota state standards and proficiency scales related to gifted education.
- Multi-Tiered System of Supports (MTSS) and data-driven decision-making.
- Social-emotional needs of gifted students and differentiation strategies.
- Effective collaboration strategies within a school setting.

Abilities

- Work effectively with diverse student populations and instructional needs.
- Adapt to changing educational strategies and policies.
- Utilize technology for data collection, analysis, and instruction.
- Foster an inclusive learning environment for all students.

Responsibility

The Gifted Education Specialist works collaboratively with teachers, administrators, and families to support the academic and social-emotional development of gifted students. This role requires proactive decision-making and the ability to adjust instruction based on student needs.

Work Environment

The role is primarily based in a school setting, with responsibilities that require interaction with students, staff, and families. Some responsibilities may require travel between school sites or attendance at district-level meetings.

Experience

Previous teaching experience preferred, particularly in gifted education

Education

Bachelor's Degree

Certificates and Licenses

North Dakota Elementary Teaching License

Gifted Education Endorsement or a plan on file to obtain an endorsement with NDESPB (can be obtained by taking a Praxis test in Gifted Education and obtaining a qualifying score)

Continuing Education/Training

Participation in ongoing professional development, including district training and state/national gifted education workshops

Clearances

Criminal Justice Fingerprint/Background Clearance required

FLSA Status

Exempt

Salary Grade

Teacher Salary Schedule

The Bismarck Public School District does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age, or other status protected by law in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. BPS administrative policy AAC (Nondiscrimination and Anti-Harassment) and regulations AAC-AR1 (Discrimination and Harassment Grievance Procedure) and AAC-AR2 (Title IX Sexual Harassment Grievance Procedure) may be reviewed online at <https://www.bismarckschools.org/school-board/district-administrative-policies>. The following person has been designated to handle inquiries regarding the non-discrimination policies and grievance procedures: Stacey Geiger, Human Resource Director/Title IX Coordinator/Section 504 Coordinator 128 Soo Line Drive, Bismarck, ND 58501 Telephone number: (701) 323-4070.