

SAN YSIDRO SCHOOL DISTRICT

TITLE: Literacy Coach/Resource Teacher

DEPARTMENT: As assigned

FLSA: Exempt

Revised:

REPORTS TO: Educational Services

CLASSIFICATION: Certificated

SALARY: Educator's Salary Schedule

Board Approved: April 9, 2026

BASIC FUNCTION: Under the direction of the Assistant Superintendent and in cooperation with the Principal, the function of the Resource Teacher/Literacy Coach is to collaborate with the principal, district, and site teams to improve the effectiveness of literacy instruction, intervention, and assessment at one or more schools. Serves as Resource Teacher/Literacy Coach at the School Site and/or District Office.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but are intended to accurately reflect the principal job elements.)

- Coaches teachers on the effective use of evidence-based instruction and intervention strategies, including reading, writing, language development, and foundational literacy skills.
- Supports implementation of district-adopted literacy frameworks and evidence-based reading instruction.
- Administers language ability tests to those pupils speaking a language other than English and new to the district.
- Supports teachers' analysis of student literacy achievement data and assists with the development and monitoring of instructional and intervention plans.
- Administers/Assists teachers with literacy assessment interpretation, including universal screeners, diagnostics, and formative measures.
- Collaborates with site and district leadership to support continuous improvement in literacy outcomes.
- Plans, delivers, and facilitates professional learning related to instruction aligned to district priorities and site goals.
- Demonstrates or makes necessary arrangements for demonstrations relation to teaching techniques in academic areas.
- Works collaboratively with teachers and students to support the appropriate implementation of literacy interventions and support programs.
- Maintains and enhances professional competence through participation in local educational associations, conferences, and professional organizations
- Assists in the development of special projects and other programs arising out of need for San Ysidro pupils or the school district.
- Serve as a resource person regarding special programs such as preschool, Title III, Title II, Title I, testing, and others as requested.
- Facilitates and monitors literacy interventions to assess effectiveness and inform instructional adjustments.
- Assists with program implementation, including the selection and effective use of supplementary literacy materials, assessments, and instructional strategies.
- Represents the district at selected local areas, county, and state meetings, workshops, conferences.

- Provides classroom-based coaching and modeling of differentiated literacy instruction.
- Works with small groups of students, as appropriate, to accelerate literacy learning in support of classroom instruction.
- Assists the principal by serving as a liaison between their school, the district office, and other schools.
- Assists in the training of teacher aides.
- Assists in other assignments appropriate to the general services and skills of the resource teacher.
- Other duties as assigned by the Supervisor.

KNOWLEDGE

- Demonstrated knowledge of oral and written communication skills.
- California English Language Development concepts, state standards, and framework.
- California Common Core State Standards.
- Professional development best practices.

ABILITIES

- Ability to meet deadlines and schedules.
- Ability to establish and maintain cooperative and effective working relationships with others.
- Ability to maintain a variety of reports and files related to assigned activities.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE

- Valid California Teaching Credential.
- BS/BA degree.

DESIRED QUALIFICATIONS:

- Bilingual and Biliterate (English / Spanish)
- Experience as a classroom teacher

WORKING CONDITIONS

Indoor and outdoor school settings which can include office and outdoor interactions.

PHYSICAL REQUIREMENTS:

Hearing and speaking to exchange information; seeing to perform assigned duties; sitting or standing for extended periods of time; hearing in a noisy environment and locate the source of a sound; dexterity of hands and fingers to operate a computer keyboard and other office equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and supplies; lifting light objects and monitor student activities.