



NEW: Submitted:  
07/01/2020 06/09/2020

JOB TITLE:	INSTRUCTIONAL COACH LITERACY K-5
DIVISION	ACADEMIC SERVICES
SALARY SCHEDULE/GRADE:	JOB FAMILY III
WORK YEAR:	190 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4767
BARGAINING UNIT:	CERT

#### SCOPE OF RESPONSIBILITIES

Provide leadership, coordination, and support for K-5 literacy instruction in the area of assignment.

#### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Analyzes a variety of student performance data to make decisions about professional learning needs in the area of literacy

Develops and provides literacy focused professional development that will directly impact student achievement including a focus on culturally literate strategies that will help eliminate the achievement and opportunity gap

Provides support and coaching for teachers in literacy instruction that will design and implement rigorous lessons that are aligned to standards

Designs and implements a literacy plan with the school that ensures alignment with the JCPS Curriculum and Instructional Frameworks

Creates intentional literacy work plans that provide equitable support for teachers in order to increase student learning outcomes and opportunity gaps

Ensures the school's literacy plan uses multiple sources of data to provide instructional supports and intervention with students

Works collaboratively with District leadership and school leadership teams to align school initiatives with District strategic plans and initiatives

Provides assistance to teachers and other staff in the area of effective literacy instruction

Performs other duties as assigned by supervisor and evaluated by Manager Literacy Support

Completes all trainings and other compliance requirements as assigned and by the designated deadline

#### PHYSICAL DEMANDS

This work is primarily sedentary. The work at times requires bending, squatting, crawling, climbing, reaching with the ability to lift, carry, push or pull light weights. The work requires the use of hands for simple grasping and fine manipulations.

#### MINIMUM QUALIFICATIONS

Master's degree with valid Kentucky teaching certificate

Three (3) years successful teaching experience

Ability to work successfully with others

Effective communication skills

#### DESIRABLE QUALIFICATIONS

Demonstrated leadership experience

Demonstrated ability to write distinctly and to organize data

Experience in planning, developing, and conducting professional development sessions

