CAPE ELIZABETH SCHOOL DEPARTMENT

Job Description

TITLE: ELA/Humanities Instructional Strategist

QUALIFICATIONS:

Education/Certification

1. Maine Department of Education certification in Elementary or Secondary Education - 020 General Education (K-8) or 100 English/Language Arts (7-12).
2. Teaching experience and educational background in mathematics, advanced degree in Mathematics and/or educational leadership preferred.

REPORTS TO: Assistant Superintendent

Job Goal:
To provide embedded support and development to classroom teachers in providing high quality differentiated instruction to ensure student growth and achievement.

PROFESSIONAL RESPONSIBILITIES:

1. Support the implementation of researched-based instructional strategies and methodologies in English/Language Arts through student-centered consultation, co-teaching and coaching models.

2. Utilize state, district and classroom assessment data to track student growth and achievement at the district, school and classroom level to identify program and instructional strengths and needs.

3. Work collaboratively with Content Area leaders, department heads, and administrators to address the needs identified through professional development, curriculum alignment, and program identification.

4. Assist in administration of state testing.

5. Identify and provide targeted professional development based on identified needs and teacher interest.

6. Support teachers new to the district in implementing the English/Language Arts program and curriculum scope and sequence.

7. Facilitate evaluation and review of district English/Language Arts and Social Studies programs according to the curriculum review cycle.

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8. Demonstrate excellent knowledge and awareness of the district English/Language Arts programs and curricular progression.

9. Facilitate cross-grade level and cross-building meetings to ensure effectiveness and alignment of the curricular progression.

10. Work with other district coaches and strategists to ensure alignment of district initiatives and as a means of professional growth.

11. Performs all other appropriate duties as assigned by the Assistant Superintendent.

TERMS OF EMPLOYMENT:

Twelve month year with actual salary, benefits, and work year set by the School Board through contract negotiations and appropriate policies.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy and/or Board action on Evaluation of Professional Personnel.
The Assistant Superintendent will evaluate the Instructional Strategist's performance.

NOTE**:** The above job description reflects the general requirements necessary to describe the principal functions or responsibilities of the job identified and shall not be interpreted as a detailed description of all work requirements that may be inherent in the job, either at present or in the future.

School Board Approved:

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