

SCHOOL BASED INSTRUCTIONAL SPECIALIST

- TITLE:** School Based Instructional Specialist
- REPORTS TO:** Senior Director of Curriculum, Instruction and Assessment
- SUPERVISES:** N/A
- JOB FUNCTION:** The School Based Instructional Specialist, monitored and directed by IAKSS, provides direct support to classroom teachers in high asset schools so all students meet or exceed academic expectations in reading and math.

MEASURES OF SUCCESS:

- Increase in student achievement and growth:
 - State Academic Standard expectations
 - District based assessments
 - Curriculum benchmark assessments
- Close achievement and opportunity gaps
- Improve learning, culture, and environment
- Increase student, family and community engagement
- Increase the high school graduation rate and ensure every child graduates college and career-ready

PERFORMANCE RESPONSIBILITIES:

The key area of focus is student success, which includes:

- Provide ongoing support for our teachers in the adoption of the district's English Language Arts and Math curriculum
- Implement initiatives to accelerate student achievement and build a positive climate that supports student success
- Support teachers with a focus on high asset schools
- Collaborate with district team and school administrators to establish and monitor high standards for excellence with students, teachers, staff, and other stakeholders
- Identify qualitative and quantitative data to assess performance and drive goals and decision-making
- Assist in the collecting and reporting of data to evaluate the instructional program
- Collaborate with school leaders to analyze data and create quarterly timelines
- Engage staff in decision-making that impacts student success

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- Identify potential issues and obstacles and proactively takes action to create and implement solutions
- Participate in a team-based process to create positive conditions for high quality learning and student success
- Participate in regularly scheduled IAKSS professional learning opportunities
- Demonstrates the ability to communicate in more than one language or the willingness to learn to communicate in more than one language at the novice level of proficiency.
- Perform any additional duties as assigned
- Maintains regular attendance.

PHYSICAL DEMANDS:

- Ability to manage stress and workload
- Work is performed while standing, sitting and/or walking
- Requires the ability to communicate effectively using speech, vision and hearing
- Requires the use of hands for simple grasping and fine manipulations
- Requires bending, squatting, crawling, climbing, reaching
- Requires the ability to lift, carry, push or pull light weight

EDUCATION AND EXPERIENCE:

- Master's Degree (required)
- Experience in raising student achievement, and improving underperforming student achievement
- Strong curriculum knowledge, including implementing literacy and math strategies
- Deep knowledge of literacy and numeracy, as well as experience designing and implementing successful instructional strategies, including linking technology to learning, for English Language Learners, students with special education needs, students identified as gifted and/or talented, and students who are reaching for proficiency.
- Experience building effective teams along with exceptional coaching skills

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LICENSES AND OTHER REQUIREMENTS:

- Kentucky Teaching Certification (required- must hold or be eligible for KY certification)
- Kentucky Principal or Supervisor of Instruction Certification (preferred)

Original Date: 08/2016

Revision Date: