

# ELA/Humanities Instructional Strategist

CAPE ELIZABETH SCHOOL DEPARTMENT

Job Description

TITLE: ELA/Humanities Instructional Strategist

QUALIFICATIONS:

Education/Certification

- I. Maine Department of Education certification in Elementary or Secondary Education - 020 General Education (K-8) or 100 English/Language Arts (7-12).
- II. Teaching experience and educational background in English/Language Arts/Humanities, advanced degree in English/Language Arts/Humanities 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:

- I. Support the implementation of researched-based instructional strategies and methodologies in English/Language Arts through student-centered consultation, co-teaching and coaching models.
- II. 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.
- III. Work collaboratively with Content Area leaders, department heads, and administrators to address the needs identified through professional development, curriculum alignment, and program identification.
- IV. Assist in administration of state testing.
- V. Identify and provide targeted professional development based on identified needs and teacher interest.
- VI. Support teachers new to the district in implementing the English/Language Arts program and curriculum scope and sequence.
- VII. Facilitate evaluation and review of district English/Language Arts and Social Studies programs according to the curriculum review cycle. 1 Job Description ELA/Humanities Instructional Strategist
- VIII. Demonstrate excellent knowledge and awareness of the district English/Language Arts programs and curricular progression.
- IX. Facilitate cross-grade level and cross-building meetings to ensure effectiveness and alignment of the curricular progression.
- X. Work with other district coaches and strategists to ensure alignment of district initiatives and as a means of professional growth.
- XI. 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: May 9, 2023 2

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