

JOB TITLE	DEPARTMENT	REPORTS TO
Literacy Coach (Grant Funded)	School Based	Principal

<b>Position No:</b> 64027, 64028, 64029	<b>Length of Work Year:</b> 10 Months
<b>Salary Schedule:</b> IN10	<b>Date Approved:</b> 6/29/04
<b>FSLA:</b> Exempt	<b>Date Revised:</b> 5/26/09; 6/26/14

JOB GOAL
To strengthen the assigned school's literacy program through services to students and teachers which utilize proven research-based techniques.

MINIMUM QUALIFICATIONS
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1. Bachelor's degree; Master's preferred.
2. Valid Florida certification in Reading/Endorsement or valid certification in Elementary Education.
3. Reading Certification/Endorsement must be obtained within three (3) years of acquiring position.
4. Minimum of three (3) years successful teaching experience. Experience in teaching reading and writing preferred.
5. Ability to perform the functions of the position.

DUTIES AND RESPONSIBILITIES
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1. To be a learner and practitioner of pertinent research in the areas of reading and writing.
2. To assist students with reading and writing deficiencies within the RtI (Response to Intervention) model.
3. To coach teachers in the fidelity of implementation of district literacy initiative.
4. To model for teachers proven techniques of teaching reading and writing.
5. To facilitate the sharing among faculty members of information regarding successful teaching strategies in literacy instruction.
6. To facilitate relevant profession development to build teachers' instructional quality.
7. To assist teachers in analyzing testing, analyzing, and using diagnostics and progress monitoring test data to identify "root cause" for poor performance, to foster improve students' reading and writing performance, and to suggest strategies for remediation or acceleration.
8. To review outcome measures (FCAT and/or STA-10) reading and writing scores to identify students needing special intervention.
9. To help teachers plan and identify effective resources for literacy instruction.
10. To meet on a regular basis with the other site-based literacy coaches in a network to receive professional development and to share effective literacy practice.
11. To work with identified students in order to recognize factors contributing to diminished progress.
12. To demonstrate interpersonal skills as member of an academic coaching team and build trust with teachers and school leadership.
13. To perform assigned tasks in a timely and efficient manner.
14. To perform assigned tasks with a high standard of quality.
15. To perform other duties as directed by the principal.

PHYSICAL DEMAND CLASS:
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Light-Medium (LM) - Frequent lifting and carrying of objects weighing 20 pounds or less. Infrequent lifting and carrying of objects weighing 21-50 pounds. Frequent walking and/or standing is required to carry out duties.