Supervisor for Instructional Facilitators

Administrative Position, Level 3
Salary Range: Refer to Administrative Salary Scale
12 Month Position, 8 hours per day

DESCRIPTION

The position of Supervisor for Instructional Facilitators is responsible for evaluating, supporting and providing training to Instructional Facilitators to improve teaching and learning across the division. This position will establish and maintain contact with Instructional Facilitators as they work with school-based administrators, classroom teachers and Technology Resource Teachers (TRTs) to support classroom instruction across the content areas. This position will also be responsible for working alongside content area supervisors to make sure that the instructional facilitators possess the knowledge, skills and dispositions to support teachers in the system.

PRIMARY RESPONSIBILITIES

• Provide leadership and coordination in the development of curriculum and the implementation of instructional programs within the district
• Evaluate programs and services on a regular basis to encourage the use of a variety of instructional strategies and materials consistent with research on learning
• Evaluate and select instructional materials and resources associated with the program
• Coordinate and attend colleague visits to LCPS schools
• Attend monthly and bi-monthly department meetings as scheduled
• Collect and assess-student data
• Collaborate with staff in the Department of Instruction to help analyze student data, solve problems, make instructional decisions, and provide professional development to improve teaching and learning
• Communicate with administrators about program implementation and needs
• Perform other duties as assigned

QUALIFICATIONS

• Holds a Postgraduate Professional License with an endorsement in a core content area
• Has a minimum of three years successful teaching experience or administrative experience
• Has knowledge of what constitutes effective teaching and learning
• Has demonstrated interpersonal and leadership skills necessary for building strong rapport and relationships with teachers and administrators
• Has excellent oral and written communication skills.
• Experience in instructional coaching preferred, but not required.