

**Wayne County Schools**  
**Job Description**

**Position:** English/Language Arts Specialist 6-12

**Evaluated by:** Curriculum and Intervention Coordinator

**Job Description:** To provide support and assistance to all classroom ELA teachers for Wayne County Schools

**Length of Employment:** 220 Days

**Salary:** As Per Wayne County Teacher Pay Schedule

**Qualifications:**

1. Valid WV teaching certificate with certification in 5-12 ELA and/or Reading Specialist PK-AD
2. Must have a minimum of five years cumulative teaching experience.
3. Preference is given to those individuals who can demonstrate a deep knowledge of the ELA pedagogy associated with the implementation of the job responsibilities, including successful interventions.
4. Preference is given to individuals who can demonstrate a deep knowledge of analysis of data that drives instruction in support of student achievement.
5. Preference is given to individuals who can demonstrate effective coaching, communication, technology integration and training techniques to implement the district's strategic plan action steps that meet the assigned school goals for improved instruction.
6. Preference is given to those who have received professional development in research based intervention programs.
7. Documented experience using assessment data for Measures of Academic Progress such as, General Summative Assessment, Interim Assessments, Benchmarks (Reading/Math), or other data that has an impact on instruction.
8. Documented evidence using foundational components and latest research of instructional practices, interventions, technology and assessment.

**Responsibilities:**

1. Lead an ELA cadre consisting of teacher representatives from each Wayne County School. The cadre will collaborate to:
  - Provide support and assistance to all classroom teachers in the full and skillful implementation of district's adopted Reading, ELA, and Career Literacy Programs.
  - Provide a multi-tiered intervention and enrichment system for Reading, ELA, and Career Literacy.
  - Provide instruction on successful technology integration that supports student learning.
  - Foster the development, implementation, evaluation, and updating of curriculum and instructional practices.
2. Provide school and/or county-based professional development to ensure that teachers are knowledgeable about program components and understand the instructional design of how programs meet the standards if/when needed.
3. Keep well-informed about current trends, research, and best practices, including participating successful in the training programs offered to increase the individual's skill and proficiency related to assignment.

4. Conduct demonstration lessons when needed to ensure effective delivery of instructional materials.
5. Assist teachers in building an interactive classroom environment focused on the content and learning strategies embedded in the program.
6. Analyze and utilize assessment data to improve curricula and student performance.
7. Assist teachers with the use of curriculum maps that align and guide instructional practice.
8. Supports principals and site based leadership teams in all areas of instructional leadership based on focused instruction. This includes providing professional development; supporting the construction of the school improvement plan, supporting the use data by site leaders and teachers, facilitation of Professional Learning Communities (PLC's) and providing one-on-one coaching to site leaders and teachers.
9. Prepare forms, records, and reports as directed.
10. Attend meetings and trainings as directed.
11. Meet regularly with the Curriculum and Intervention Coordinator and/or the County Instructional Leadership Team.
12. Perform all other duties and services assigned by the Curriculum and Intervention Coordinator.