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Victor F. Capellan, Superintendent

Opening Date: *April 6, 2018*

To: *All Certified Personnel*

From: *Human Resource*

Position to be Considered: *District-wide Induction Specialist (Four .5 positions)*

Location: *District-wide (Elementary and Secondary)*

Immediate Supervisor: *Asst. Superintendent for Secondary Reform and Building Administrator*

Qualifications:

1. Master's Degree preferred with at least 5 years of exemplary teaching experience
2. Possesses the reflective and interpersonal skills necessary to serve effectively in this role
3. Willingness to attend a formal induction coach training program during Spring 2018 and the 2018-19 school year
4. Experience facilitating and modeling best practice in formative assessment, lesson plan design, analyzing student work, data-driven decision making, reflective practice and classroom management.

Additional Qualifications:

The minimum qualifications listed above are required of all applicants for these positions. Additional qualifications shall include but not be limited to the following: personal integrity; sense of humor, patience; ability to discern essentials; willingness to promote the general goals of the school district.

- A minimum of two-year commitment.
- Experience with or commitment to attend Blended Learning training.
- Experience with or commitment to attend Equity/Culturally Responsive Teaching training
- Travel between schools to meet the needs of their teachers.

INDUCTION COACH JOB DESCRIPTION

Primary Responsibilities:

1. Attend New Teacher Center's Year 1 Professional Learning Series for Mentors: 5, 2-day sessions plus up to 6 after school sessions for additional training. Coaches will be compensated for trainings held before/after school hours. Training sessions will be held during May and June.
2. Full day training sessions will be held in **August (8/16-8/17) and additional training days will take place throughout the year. All sessions are mandatory.**
3. Implement New Teacher Center's coaching model with fidelity.
4. Provide ongoing, weekly support to beginning teachers who are in their first or second year of teaching, with primary focus on first year teachers. Optimal caseload not to exceed 8 teachers.
5. Provide support to these beginning (years 1-3) teachers that is individualized, instructionally-focused and data-driven.
6. May provide support to teachers who are struggling or on improvement plans as deemed necessary through the evaluation process and/or recommendation of the administration
7. Work with administration to provide job-embedded professional learning for these teachers through modeling both engaging and standards-based instructional practices, as needed



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8. Utilize supports that include, but are not limited to the following:
 - a. analyzing student work to promote differentiated instruction
 - b. conducting observations with formative assessment tools
 - c. co-planning/ collaborating with teachers to design standards-based lessons and assessments aligned to district curriculum
 - d. co-teaching
 - e. reflecting on practice to identify areas of need and to establish next steps to address challenges within and out of the classroom
 - f. encourage and support the implementation of technology and innovative strategies within the classroom
 - g. promoting effective classroom management strategies that will create a successful classroom culture
 - h. working with parents and communities
 - i. promoting a culture of professionalism
 - j. complete all necessary and required paperwork related to the New Teacher Center Induction Model.
8. Serve as part of the district's academic team and provide professional development as coordinated with the administration.

NOTE 1: Induction Specialist is solely in a role that provides critical, constructive feedback to teachers. The Specialist is NOT an evaluator nor shall any data/information collected be included in the evaluation process.

NOTE 2: Caseload responsibility determined by the Superintendent or his/her designee.

NOTE 3: Applicants selected for this position will receive a .5FTE position as an Induction Specialist and .5FTE as a classroom teacher (Total 1 FTE). As with any other position, if funding ends or this program is closed for whatever reasons, the Induction Specialist will be displaced and will be eligible to participate in the district's process to bid for a new position, as per the CFTU/CFSD contract.

Application Procedure:

The Central Falls School District hereby invites applications from qualified personnel for the above position. Interested persons may submit letters of interest describing how you would make an exemplary induction specialist to: Human Resources at hr@cfschools.net. Closing date for application is: 4/24/2018