



GLENDALE UNIFIED SCHOOL DISTRICT

223 North Jackson Street | Glendale, CA 91206

(818) 241-3111 | www.gusd.net

“Preparing our students for *their* future”

April 23, 2026

TEACHER SPECIALIST, ELEMENTARY/SECONDARY INSTRUCTIONAL COACH Eligibility Pool

The current opening is at Franklin Elementary School. An eligibility pool will be established for future vacancies that may arise based on school needs and available funds.

DESCRIPTION

The Teacher Specialist will provide support in building teacher capacity to promote student achievement by supporting the professional growth of classroom teachers. Through a non-evaluative, collaborative coaching model, the Specialist will help teachers integrate evidence-based instructional strategies, utilize data to inform practice, and foster an equitable learning environment for all students, including English Learners and students with diverse learning needs.

QUALIFICATIONS

Credential

Valid California credential authorizing service as an elementary/secondary teacher including authorization to teach English learners.

Experience

1. Minimum 5 years successful teaching experience as an elementary school classroom teacher.
2. Specific knowledge in the areas of instructional methodologies and effective research-based strategies to promote achievement for diverse learners.
3. Demonstrated ability to conduct peer coaching for instructional staff.
4. Demonstrated ability to utilize technology and access data to inform instruction.
5. Demonstrated exceptional listening, writing, and presentation skills.
6. BCC/BCLAD OR LDS/CLAD/ELA1 certificate will be required for multi-funded positions.

WORK YEAR

Regular school year, 186 days, 8 hours per day. Additional days during the summer/school breaks (if allotted) shall be paid at the per diem rate.

SALARY SCHEDULE

Placement on regular teachers' salary schedule depending upon training and experience plus \$285.29 per month for 11 months teacher specialist stipend. Additional hours are required to meet the responsibilities of the funded design and plan for this position.

ESSENTIAL FUNCTIONS

1. Assists with the planning and implementation of the Local Control Accountability Plan as related to Teacher Specialist duties.
2. Provide 1:1 and/or small group peer coaching focused on evidence-based practices.
3. Facilitate inquiry cycles, including pre-conferences, classroom observations, and post-observation reflections.
4. Model best practices and engage in co-teaching to demonstrate specific instruction strategies.
5. Assist in the development of rigorous, scaffolded lesson plans that meet the needs of a diverse student population.
6. Support the effective implementation of integrated and designated ELD to ensure linguistic growth for English Learners.
7. Support the integration of technology as a tool for deepening student engagement and learning.
8. Keep staff informed of current research and emerging trends in elementary pedagogy.
9. Assists with supervision of students as needed.
10. Performs other related duties as assigned.

KNOWLEDGE, ABILITIES, AND PERSONAL CHARACTERISTICS

1. Ability to plan, organize, prioritize, and manage time.
2. Maintains a positive attitude towards students, learning, and teaching.
3. Ability to observe and evaluate student activities.
4. Knowledge of methods for effective collaboration and the ability to work collaboratively and effectively with teachers, parents, and administrators.
5. Ability to cope with multiple tasks.
6. Knowledge of, and ability to use computer-based programs.
7. Ability to communicate effectively by providing clear, concise instruction using academic language.
8. Ability to listen without bias and provide appropriate feedback.
9. Ability to demonstrate proficiency in written and oral English.
10. Demonstrate understanding, patience, and approachability toward students and colleagues.
11. Excellent interpersonal, oral and written communication, and problem-solving skills.

SUPERVISION

Under the direct supervision of the school principal.

APPLICATION PROCEDURES

1. Application Materials

All applicants must submit a letter of application, a resume of training and qualifications, a copy of a valid California teaching credential, and five (5) current references must be included on the application. References will be contacted by telephone during the application process.

2. Application Submission Deadline

Applicants may view the job posting on EdJoin; however, all applications must be submitted through the Frontline platform using the link provided in the posting. All application materials must be submitted via the Frontline platform **no later than 12:00 p.m. on Thursday, May 7, 2026.** Applications submitted directly to Human Resources will not be accepted.

3. Personal Interviews

After initial screening of all applications, selected candidates will be contacted for a personal interview with administration.

ADDITIONAL INFORMATION

This job description is not a complete statement of essential functions and responsibilities. The Glendale Unified School District retains the discretion to add or change typical duties of a position at any time.

STATEMENT OF NON-DISCRIMINATION (Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 Section 504 of the Rehabilitation Act of 1973): The Board of Education is committed to equal opportunity for all individuals in education. District programs, activities and services shall be free from unlawful discrimination, harassment (including sexual harassment), intimidation, and/or bullying based on actual or perceived sex, race or ethnicity, color, national origin, nationality, religion, age, sexual orientation, sexual preference, ancestry, ethnic group identification, gender, gender expression, gender identity, physical or mental disability, marital or parental status, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, or sexual harassment in any district service, program and/or activity that receives or benefits from state financial assistance. The Board shall promote programs which ensure that unlawful discriminatory practices are eliminated in all district activities. The District will take steps to assure that the lack of English will not be a barrier to admission and participation in district programs. A copy of the District's Uniform Complaint Policy is available by calling (818) 241-3111, ext. 1457. Complaints alleging noncompliance with this policy of nondiscrimination should be directed to the following personnel:

Title IX Coordinator – Dr. Kelly King, 223 N. Jackson, (818) 241-3111 ext 1209, titleix@gusd.net

Section 504 Coordinator – Dr. Narineh Khemichian, 223 N. Jackson, (818) 241-3111 ext 1500, nkhemichian@gusd.net

Title II/ADA: Dr. Kelly King, 223 North Jackson, (818) 241-3111 ext 1209, kking@gusd.net