



OaklandSchools

Position Opening
GENERAL ANNOUNCEMENT
Leadership and School Improvement - Educational Improvement Consultant
(Early Literacy)
District and School Services/Leadership and School Improvement
Posted December 21, 2017

| | |
|--------------------------|---|
| Job Title: | Leadership and School Improvement - Educational Improvement Consultant (Early Literacy) |
| FLSA Status: | Exempt |
| Salary Band: | Market Range 15, Grant-funded Position |
| Performance Area: | Educational Services |
| Department: | District and School Services |
| Supervisor Title: | Supervisor for Leadership and School Improvement |

Position Summary: Coordinate and assist in implementing Early Literacy systems to ensure Oakland county schools and districts that are identified through the State System of Support are ready to succeed and be successful using school improvement and models contained within the Michigan ESSA plan. As this position is grant-funded, continuation is contingent upon grant funds.

Essential Functions and Tasks:

- Provide coaching, leadership and instructional direction to Statewide System of Support (SSOS) school districts regarding curriculum, instruction, assessment, tiered levels of support, school improvement, school leadership, teacher leadership, and systems thinking in the area of essential literacy practices K-3.
- Work cooperatively with SSOS parents, local school administrators and staff, multidisciplinary evaluation teams, curriculum councils, community groups, and others on matters related to early literacy instructional programs/curriculum as well as particular concerns.
- Provide strategic and technical expertise in the area of systemic early literacy improvement to identified SSOS participating districts as identified by the U.S. Department of Education and the Michigan Department of Education including; development and implementation of the required improvement plans; district-wide systems development support that lead to rapid improvement in student achievement; support in implementing and documenting SSOS requirements.
- Provide consulting and coordinate activities related to school improvement including: PA25, 335, accreditation processes, curriculum development guidance, school organization and restructuring, leadership development, ESSA, accountability, data

profile, School Improvement and District Improvement Process, program evaluation, comprehensive needs assessments, and State and Federal Programs.

- Serve as a liaison to external agencies such as the Michigan Department of Education, universities, and professional organizations.
- Maintain knowledge of current research, leading-edge developments, and legal mandates in the areas of: early literacy, school improvement, systems thinking, and leadership.

Job Qualifications:

- Master's degree in Literacy. Doctorate degree preferred.
- Valid Teaching Certificate.
- Deep content expertise in the area of K-3 literacy.
- Three or more years of related experience including classroom teaching responsibilities.
- Completion of "A Professional Learning Series for K to 3 Literacy Coaches on the K-3 Essential Practices" Statewide training preferred.
- Strong knowledge of adult learners and group facilitation skills.
- Knowledge of systems thinking.
- Experience working in diverse schools/districts.
- Ability to properly utilize tools and equipment necessary in conducting professional development workshops.

In addition to the qualification requirements set forth in this job description, the incumbent is also required to meet the "Key Work Competencies" expectations of Oakland Schools.

This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. It is not to be construed as an exhaustive list of all job duties that may be performed by a person so classified. Incumbents may be asked to perform additional duties as required by his/her supervisor.

Employment Terms:

Twelve month work year. Salary based on the Progression Increment Salary System, Market Range 15 with an annual salary range of \$92,857 to \$106,176. This position is grant funded and continuation is contingent upon continued funding.

Application Deadline:

Letters of interest and resumes will be accepted until 4:00 pm, Wednesday, January 17, 2018 or until position is filled.

Apply To:

- **Go to:** <https://oakland.k12.mi.us/employment/job-postings/pages/default.aspx>
- **Click** "View all Open Positions in OHRC Districts"
- **Click** "Broken Down by District", **Click** "Oakland Schools"
- **Click** on Desired Position and on the "**Apply**" button in the upper right corner and follow prompts.

For questions regarding this position please contact Alicia Beck at 248.209.2143.

Oakland Schools does not discriminate on the basis of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to the limits of applicable law), age, genetic information, or disability in its programs, services, activities or employment opportunities. Inquiries related to employment discrimination should be directed to the Assistant Superintendent of Human Resources, Personnel Management and Labor Relations at 248.209.2429. Title IX complaints should be directed to the Manager/Supervisor, Career Focused Education at 248.209.2160. For all other inquiries

related to discrimination, contact the Executive Director of Legal Affairs at 248.209.2062. All complaints may be addressed to 2111 Pontiac Lake Road, Waterford, MI 48328-2736.

Before you submit your resume and letter of interest, please read the following important instructions/information:

- Please indicate in your letter of interest how you found out about this position opening and the title of the position you are applying for.
- If you are selected for a first round interview, Oakland Schools will contact you via telephone after the initial posting closing date. Resumes submitted on or prior to the initial posting closing date will be given first consideration.
- If you currently subscribe to a privacy manager telephone service, please be advised that this service may hinder Oakland Schools' ability to contact you for the purpose of scheduling an interview.