Secondary Literacy Coach

Location: Holly High School
Salary: $68,000 to $85,000
Start Date: Fall 2026

Holly Area Schools is seeking a highly qualified candidate to serve as the **Secondary Literacy Coach** beginning **Fall 2026**.

The Community

Holly Township is nestled in the northern and western most corner of Oakland County and is filled with natural beauty, wildlife, and serenity. Holly's position in Oakland County offers the experience of the outdoors at our many county or state parks without being too far from the convenience of more urban environments. The Township is committed to preserving and enhancing a safe community of caring and involved residents that are proud to call Holly Township home.

The District

Holly Area Schools serves approximately 3,100 students in Northwest Oakland County. The district has four elementary schools, one middle school, one high school, and a virtual school program. Holly Area Schools also offers a superior variety of early childhood education programs, STEM in all elementary schools and middle school, "Leader in Me" program, award-winning fine arts programs, expanded dual enrollment opportunities, cutting-edge technology in all classrooms, and skilled trades programs that prepare kids for jobs of the future. The district is composed of over 200 certified teachers with the vast majority boasting a Master's Degree or above.

The Holly Area Schools community approved a $97,000,000 bond in 2022 that is funding new and enhanced learning environments, districtwide building and site improvements, as well as safety upgrades. Some of the exciting improvements include:

- A new Holly Middle School spanning 155,000 square feet designed to create a 21st-century learning environment with flexible, innovative, and collaborative spaces that not only enhances academic achievement but also prioritizes the wellness of both students and staff.
- Enhanced learning environments, including fine arts Auditorium, new Stadium & Track, Tennis Courts, Instructional Technology, and a state of the art Construction Trades center at the high school.
- Replacement of playground structures, fire protection upgrades, and safety upgrades.

THERE'S NEVER BEEN A BETTER TIME TO BE A BRONCHO!

Education and Qualifications

- Bachelor's Degree from an accredited College/University; Master's Degree preferred.
- Secondary Michigan Teacher Certification.
- Endorsements of BA, BX, BR, BT, and/or BQ.
- At least three (3) years of successful secondary teaching experience.
- Training in the Science of Reading and Literacy Skills.
- Instructional Coaching experience preferred.
- Understanding of and experience in adult learning and professional development design.
- Evidence of strong knowledge of curriculum, instruction, and assessment.
- Positive interpersonal skills.
- Strong verbal and written communication skills.
- Knowledge of MTSS Framework.
- Excellent organizational skills including the ability to be detail oriented.

Job Roles & Responsibilities

- Analyze student achievement data to identify trends, diagnose areas of need, and guide instructional decision-making to improve student outcomes across the District.
- Coach and support teachers in analyzing student data and implementing evidence-based instructional strategies to meet diverse student needs.
- Model effective instructional practices, teaching methods, and high-leverage strategies, including those aligned with the Science of Reading, to improve student proficiency in reading and writing.
- Visit classrooms, provide instructional coaching and feedback, and facilitate coaching cycles through co-planning, co-teaching, and modeling to strengthen teacher practice and implementation.
- Provide individualized, classroom-based support to build teacher capacity in planning, sequencing, scaffolding, and delivering effective instruction.
- Support curriculum development, review, auditing, and pilot initiatives to ensure alignment with state standards, District priorities, and instructional best practices.
- Coordinate and evaluate curriculum pilots, including planning, implementation support, progress monitoring, and analysis of outcomes.
- Support the implementation and continuous improvement of the District's Multi-Tiered System of Supports (MTSS) framework.
- Assess student learning, monitor academic progress, and recommend research-based interventions and instructional resources to improve achievement.
- Design, facilitate, and deliver high-quality professional learning aligned with District initiatives and instructional priorities.
- Collaborate with building and District leadership, teacher leaders, Professional Learning Communities (PLCs), and cross-departmental teams to develop and implement a coherent K–12 instructional program.
- Build and maintain positive, collaborative relationships with staff, students, parents, and other stakeholders to support a culture of continuous improvement.
- Participate in local, county, state, and District professional learning opportunities to remain current on best practices and support ongoing instructional improvement.
- Perform other duties as assigned.

This position reports to the Executive Director of Educational Services.

Application Process

External applicants will submit their application through the Oakland Human Resources Consortium (OHRC). Applications should include a letter of interest/cover letter, resume, transcripts, and three references and/or letters of recommendation.

Internal applicants can submit a letter of interest, resume and references to Tricia Murphy-Alderman, Director of Human Resources.