



JOB DESCRIPTION

JOB TITLE: Instructional Facilitator

REPORTS TO: Building Principal or other identified administrator

UNIT CLASSIFICATION: Renton Education Association (REA)

PRIMARY PURPOSE:

The Instructional Facilitator will work with staff in elementary schools to provide support for the implementation of research-based instructional strategies. The Instructional Facilitator's primary function is to provide instructional assistance to teachers and para-educators as well as direct instruction to targeted students. Preferred applicants will have a range of experience in grades K-5 and demonstrated knowledge of effective practices used to reach the needs of all students, with particular expertise in strategies to eliminate the achievement gap. The position will be reviewed every two years.

ESSENTIAL FUNCTIONS

1. In close collaboration with the Principal, lead and facilitate building-level professional development focused on student learning; communicate on professional development activities.
2. Provide mentoring support for new teachers.
3. Use a coaching cycle model that includes planning for instruction, modeling lessons, side by side teaching and feedback on instructional strategies.
4. Facilitate training and coaching of building staff for district instructional initiatives (e.g. core content coaching, SIOP, High Yield Strategies, Lesson Study Design, Response to Intervention framework).
5. Assist in facilitating the school's early intervention services (including RTI systems) to support students in receiving targeted academic support. Devote approximately 30% of his/her time to direct instruction with students.
6. Facilitate the analysis of student performance data.
7. Prepare and maintain appropriate individual student records, reports, and materials.
8. Collaborate with general education teachers to oversee instructional strategies for Title I/LAP Paraeducators.
9. Support the school improvement team in the development and implementation of the School Improvement Plan.

10. Participate in district training and support sessions.
11. Maintain regular attendance; adhere to board policy and the mutually bargained leave and attendance terms as stated in the collective bargaining agreement.
12. Perform appropriate tasks as designated by the Principal in relation to the responsibilities listed above.

MINIMUM QUALIFICATIONS

1. Washington State Teaching Certificate. Endorsed certificates must be applicable to the assignment.
2. Five or more years of demonstrated successful teaching experience. Preference given to candidates with a range or grade level experiences in grades K-5 in the Renton School District.
3. Ability to articulate and implement State of Washington Essential Academic Learning requirements and Grade Level Expectations Common Core Standards.
4. Demonstrated ability to work successfully with age appropriate students, staff, and parents in a multicultural community.
5. A working knowledge of current research and resources related to district and site-based goals, staff development, and group processes.
6. Demonstrated ability to work cooperatively, effectively, and flexibly with adult learners.
7. Demonstrated clarity in written and oral communication.
8. Clear understanding of current national, state and local education initiatives.
9. Demonstrated interest in and evidence of continued personal and professional growth.
10. Demonstrated evidence of planning, organizational skills and ability to perform multiple tasks.
11. Ability to structure time and manage multiple priorities independently.
12. Knowledge and experience in curriculum implementation.
13. Evidence of recent leadership activities.
14. Willingness to participate in summer training activities.
15. Cultural Competency; ability to effectively work with diverse populations.

RELATIONSHIPS

The Instructional Facilitator will be under the direct supervision of the Building Principal. The Facilitator communicates regularly with teachers, Title I/LAP paraeducators, and other staff members in order to assist them in meeting District goals and objectives. The Facilitator works collaboratively with directors and the principal to develop and facilitate building level professional development. The Facilitator maintains appropriate contact with other district staff members to promote understanding of District goals and objectives.

SALARY

Salary is determined by placement on the District salary schedule, plus fringe benefits.

