

Verona Public Schools

Verona, New Jersey

Job Description

TITLE: TEACHER INSTRUCTIONAL LEADER (GRADE-LEVEL (K-5) / DEPARTMENTAL (6-12/K-12)

JOB QUALIFICATIONS:

1. Teacher with a strong record of effective instruction and collaboration (Tenured preferred but not required).
2. Deep knowledge of district curriculum and instructional frameworks.
3. Strong interpersonal and communication skills.
4. Demonstrated ability to lead and support colleagues in professional growth.

REPORTS TO: Building Principal, Content Supervisor, Director of Curriculum, Instruction, and Assessment

JOB GOAL: The Teacher Instructional Leader will serve as a facilitator and instructional leader within their grade level (K-5) or department (6-8/9-12/K-12), supporting district initiatives, acting as a teacher buddy for staff who are new to the district but not new to teaching, and assisting/supporting curriculum writing and professional development to enhance instructional practices and student achievement.

PERFORMANCE RESPONSIBILITIES:

Support Staff:

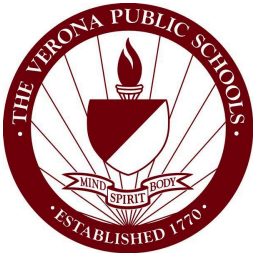
- Provide guidance, resources, and coaching to new district teachers and early-career educators.
- Model effective instructional practices and classroom management strategies to enhance student learning.
- Assist staff with lesson planning that aligns with district standards, expectations, and the instructional model.

Turn-Key District Initiatives:

- Attend district-level trainings related to curriculum, instruction, and assessment initiatives.
- Turn-key training to grade-level teams (K-5) or departments (6-8/9-12/K-12) in a clear, actionable manner.
- Provide follow-up support to ensure consistent implementation.
- Turn-key information during grade-level/department/faculty meetings

Assist/Support Curriculum Development:

- Collaborate with district leadership on curriculum review and revisions.
- Provide feedback on instructional materials and resources.



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- Support the alignment of instructional practices with district and state standards.

Professional Development:

- Facilitate or co-facilitate professional learning with grade-level teams or departments.
- Share best practices and innovative instructional strategies to enhance student learning.
- Support the use of data to inform instructional decisions.

Communication and Collaboration:

- Serve as a liaison between grade-level teams/departments and district administration. May serve on the Education Council.
- Communicate relevant information, initiatives, and updates promptly to team members.
- Foster a collaborative culture that encourages shared leadership.

TERMS OF

EMPLOYMENT:

One academic year, renewable annually based on district needs and performance evaluation.

ANNUAL

EVALUATION:

The performance of this job will be evaluated annually following NJ State law and the provisions of the board's policy on evaluations

ADOPTION:

August 2025