**JOB DESCRIPTION FOR: Lead Teacher**

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**REPORTS TO:** Assistant Superintendent for Student Learning and Building Principal

**QUALIFICATIONS:** As established by Board of Education

**GENERAL RESPONSIBILITIES:**

To provide service to colleagues as an instructional specialist, curriculum facilitator, school leader, catalyst for change, and ongoing learner of professional practices.

**DUTIES:**

1. Help colleagues implement effective teaching practices; implement and model instructional practices and strategies; house professional resources, instructional materials, readings, etc. and share them with colleagues.

2. Facilitate professional learning environment among colleagues; work to understand applicable content standards; lead teachers to agree upon standards, follow adopted curriculum, use common pacing guides and develop shared assessments.

3. Fully support school and district initiatives; share the vision of the school; align

professional goals with those of school and district; share responsibility for the success of

the school as a whole.

4. Serves as a change agent in the school and district; display a strong commitment to continual improvement; pose questions to generate analysis of student learning; offer practical and realistic solutions to school problems.

5. Model continual improvement; demonstrate lifelong learning to help students achieve; explore, identify, and implement new strategies to try out in the classroom.

6. Attend trainings, conferences, and workshops that have relevant information on curriculum, instruction and assessment.

7. Share information and strategies with teachers on instructional team as well as others in their school and district.

8. Assist in planning and implementing necessary professional development, professional learning and other training activities.

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**JOB DESCRIPTION FOR: Lead Teacher (continued)**

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9. Meet on a regularly scheduled basis with the Assistant Superintendent for Student Learning and/or Instructional Coach along with fellow district lead teachers to assist in the decision-making process for district professional development plans and the vision and direction of curriculum and instruction initiatives.

10. Meet on a regularly scheduled basis with the school principal and school instructional team.

11. Model lessons for others (as requested) and collaborates with others to help with implementation.

12. Perform other duties as assigned by the Assistant Superintendent for Student Learning and/or Building Principal.

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APPROVED BY: ELIZABETHTOWN BOARD OF EDUCATION May 20, 2013

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