

JOB DESCRIPTION

INSTRUCTIONAL ~~INNOVATION~~ SPECIALIST

Job Code: 4575

TITLE: Instructional ~~Innovation~~ Specialist

REPORTS TO: Director of ~~Student Achievement~~ Curriculum, Instruction and Assessment

SUPERVISES: N/A

JOB FUNCTION: Provide effective, efficient, and strong leadership to the schools in curriculum, instruction, and assessment, ~~and standards; and, to be knowledgeable in the content area as it relates to that specific subject matter.~~

NOTE: ~~All content specialists are expected to be literacy proficient or to become literacy proficient via on-the-job training to ensure that the District's Literacy goals are reached in all content areas.~~

DUTIES AND RESPONSIBILITIES:

- ~~Provides "state-of-the-art" information and best practices to teachers and principals in the specific content area. Demonstrate how Literacy can be effectively integrated into the content area~~
- ~~Provides school/classroom based leadership and needs-based professional learning development activities in the content area: demonstration lessons, curriculum alignment activities, instructional strategies, based on assessment literacy, and resource development/identification. other best practice activities as identified in collaboration with teachers and principals~~
- Collaborates ~~directly~~ with teachers and administrators in the implementation of content area programs.
- ~~Collaborates with other Content Specialists the Director of Curriculum, Instruction and Assessment and team members to in providing targeted and intentional on-going job-embedded support to teachers and administrators. school/classroom based professional development activities with on-going follow up activities as needed~~
- ~~Develops a strong and current knowledge base in curriculum, of the Kentucky Academic Standards, standards-based curriculum, effective instructional strategies, assessment literacy~~

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(including the analysis and use of student data to impact learning), implementation of the Multi-Tiered System of Supports, continuous improvement, related content, and the Teacher Professional Growth and Effectiveness System. Effectively communicates with teachers and administrators in these areas. effective instructional strategies, assessment techniques (including the analysis of student test data), standards, the content area, and Literacy strategies related to the content area. Provide information to teachers and principals as needed in these areas

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DUTIES AND RESPONSIBILITIES (CONT.):

- Assists teachers and administrators with the Teacher Professional Growth and Effectiveness System: Planning and Preparation, Classroom Environment, Instruction, and Professional Responsibilities. Provides assistance to teachers and principals with Standard 10 of the teacher evaluation system: collect and organize student achievement data and use that data to develop instructional programs for individual and small groups of students. Stay very current on diagnostic assessment strategies and the development of interventions based on those strategies
- Coordinates informational meetings of school based curriculum specialists as needed professional learning for school leaders as needed.-
- Provide current information from the Kentucky Department of Education and support assist the schools with all KDE curriculum requirements.
- Spends 80% to 90% of the instructional day in schools and classrooms working directly with teachers and principals. Collaborate with the staff to develop the needed activity during this time in the schools/classrooms and after school meetings
- Assists the schools with other curriculum, instruction, and assessment/standards activities: novice reduction initiatives, continuous improvement planning, ESS program planning, closing the gap initiatives and other activities designed to assist all students learn at high levels. Assist the school with the selection and use of effective content area textbooks and materials. Demonstrate how literacy can be integrated into the content area
- Shows continuous evidence of recent professional development/course work in the related content area
- Maintains regular attendance
- Performs other job duties as assigned

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PHYSICAL DEMANDS:

- Work is performed while standing, sitting and/or walking
- Requires the ability to communicate effectively using speech, vision and hearing
- Requires the use of hands for simple grasping and fine manipulations
- Requires bending, squatting, crawling, climbing, reaching
- Requires the ability to lift, carry, push or pull light weights

EDUCATION AND EXPERIENCE:

- Master's Degree and/or Rank I in appropriate content area
- Recognized as a master level teacher with at least five years of successful teaching experience in the content area, and/or other related experiences
- Proven leadership ability and ability to work well with others and motivate others to perform at high levels, exemplary communication and organizational skills with a diverse group of people

LICENSES AND OTHER REQUIREMENTS:

- Valid Kentucky Teaching Certification in appropriate content area
- Consultant Endorsement (or the ability to receive such endorsement)

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Original Date: 11/1996

Revision Date: 07/2012

Revision Date: 07/2013

Revision Date: 07/2016