

**POSITION:** **INSTRUCTIONAL SUPERVISOR**

**POSITION SUMMARY:** To communicate a common vision of quality instruction and assist school leaders and teachers in attainment of the vision. To identify problems of practice related to the district instructional vision and collaborate to find solutions. To coordinate instructional supports for schools and teachers aligned to district and school instructional priorities. To support school leaders and teachers in expanding their knowledge, skills and understanding related to effective curriculum, instruction and assessment practices. To develop, implement and monitor consistent district expectations for Professional Learning Communities. To provide feedback to school leaders regarding structures and practices of professional learning communities and other professional learning structures. To develop, implement and monitor district expectations for Response to Intervention services.

**QUALIFICATIONS:** Kentucky Certification for Supervisor of Instruction and valid Kentucky Teacher Certificate; three to five years instructional leadership experience or equivalent combination of education and experience; strong knowledge in statistical analysis, interpretation of data, and implications based on findings; strong knowledge of curriculum, instruction and assessment; experience and other qualifications as the superintendent may find appropriate and acceptable.

Also must demonstrate the following: successful teaching experience in the classroom for at least five (5) years, knowledge and interpersonal skills to work with adult and student learning; leadership skills, knowledge of Kentucky and federal regulations specifically related to curriculum, instruction, assessment.

**REPORTS TO:** Assistant Superintendent of Instruction

**PERFORMANCE RESPONSIBILITIES:**

- ❖ Studies current trends in education and the ability to interpret their implications for the local school system.
- ❖ Acts as a partner for school leadership teams by coordinating and providing instructional support for schools aligned to the district strategic plan and school improvement goals.
- ❖ Assists the Director of Instruction with: developing, implementing and monitoring the curriculum of the school system: planning and conducting curriculum development sessions, leading the resource selection process, and acting as liaison between the District's instructional department and the schools.
- ❖ Communicates and monitors the professional learning community guidance for all schools, providing feedback for implementation success.

- ❖ Communicates and monitors the response to intervention guidance for all schools, providing feedback for intervention success.
- ❖ Assists, motivates and trains teachers to implement effective instructional strategies and assessment practices.
- ❖ Identifies and celebrates strong models of instructional leadership, teaching and learning.
- ❖ Coordinates and facilitates professional learning to support the district instructional vision and strategic plan.
- ❖ Analyzes assessment data and progress monitoring data in order to adjust instructional support.
- ❖ Attends trainings required by the Kentucky Department of Education for completion of assigned duties.
- ❖ Performs additional duties/tasks and assume additional responsibilities as needed or assigned.

**TERMS OF  
EMPLOYMENT:**

228 day employee on administrative index, with salary determined by the adopted teacher's and administrative salary schedules of the Christian County Board of Education.

**EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Certified Personnel.

Board Approval: