

Job Locator: 2.2.62
Reading Development Facilitator (K-12)
Position Grade: Teachers Salary Schedule
Evaluated by: Supervisor of Reading/LA

Job Description:

The Reading Development Facilitator is responsible for assisting the Supervisor of Reading/LA in monitoring the implementation of the K-12 District Reading Plan. The Reading Development Facilitator will also serve as a mentor to elementary and secondary reading coaches and will assist in providing professional development to reading coaches and all schools.

Responsibilities and duties of this position include:

1. Assist in facilitating monthly coaches meetings.
2. Model effective reading instruction at all grade levels.
3. Collaborate with coaches and teachers to facilitate proper implementation of core reading programs.
4. Demonstrate knowledge of assessments, core reading programs, and supplemental and intervention programs supported by the K-12 Reading Plan.
5. Assist reading coaches in all areas of reading instruction.
6. Provide reading professional development for reading coaches.
7. Provide reading professional development for schools without coaches.
8. Assist coaches and teachers with the implementation of the 90-minute reading block at the elementary level.
9. Assist coaches and teachers in assessing, analyzing data, grouping and making informed instructional decisions.
10. Assist in identifying school and district professional development needs.
11. Attend coaching institutes and other training opportunities in the area of reading.
12. Assist in monitoring school and district assessment data.
13. Assist in dissemination of assessment materials.
14. Assist in monitoring school implementation of the District Reading Plan.
15. Assist in monitoring progress of teachers working on the Reading Endorsement.
16. Assist school Reading Leadership Teams in analyzing student data and prescribing appropriate programs and interventions for struggling readers.
17. Assist in writing the K-12 Reading Plan.

Required Qualifications:

1. Currently possess, or eligibility to receive, a valid Florida Educator's Certificate.
2. Certified in Elementary or Primary Education and or Secondary or Middle School Education.
3. Certified or endorsed in reading.

Desirable Qualifications:

1. Five years teaching experience.
2. Experience working with ESE students
3. Experience in coaching

Board Approved: 05/17/07
Revised: _____