

ORANGE UNIFIED SCHOOL DISTRICT INSTRUCTIONAL SPECIALIST ELEMENTARY COMMON CORE

BASIC FUNCTION

The District Common Core Elementary Instructional Specialist, under the supervision of the Director of K-12 Curriculum & Instruction, will lead district efforts to facilitate the transition to and the implementation of the Common Core Standards for English Language Arts and Mathematics. The Common Core Instructional Specialist will lead building for all student populations and assist in the transition and implementation into the Common Core State Standards.

DISTINGUISHING CHARACTERISTICS

This position classification requires expertise in the field of reading/language arts, mathematics, or English language development. Direct experience in teaching in one or more of these areas is required to perform programmatic analyses using widely prescribed instructional principles and concepts.

- Research, find, and create appropriate curriculum aligned with the Common Core State Standards (CCSS) in Language Arts and Mathematics.
- Assist in the revision of all elementary pacing guides and assessments to the CCSS in English Language Arts and Mathematics
- Plan, design and execute professional development (PD) sessions that prepare teachers, instructional specialists, principals, and district members for the CCSS including curriculum, assessments, and technology.
- Design a technology infrastructure (or redesign our current system) that aligns with the demands of the CCSS.
- Work closely with the Educational Services Division to carefully plan and present the CCSS shift in a way that both communicates the urgency as well as provides excitement and interest focusing on teacher ownership of the initiative.
- Work in collaboration with other teachers, Academic Language Mentors, Instructional Specialists or principals, as needed
- Perform other related duties as required and assigned

This position classification performs light work involving sitting a portion of the time, but does require walking and standing for extended periods. This position requires accurate perceiving of sound, near and far vision, depth perception, the ability to provide oral information and direction, and the handling and transporting of instructional and assessment materials and objects.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

ESSENTIAL DUTIES

- Assist school site teachers and administrators with the implementation of the Common Core Standards via the district's transition plan to the Common Core
- Demonstrate exemplary literacy and math instruction for teachers through the following practices: coaching, modeling lessons, collaborative lesson planning, facilitating lesson study, and providing small and large group professional development.

- Experience in Common Core Instructional Strategies such as questioning techniques, communication objectives, response frames, purposeful grouping, active engagement and other research based strategies to increase level of instruction.
- Experience with or understanding of Units of Study and Curriculum Maps to reflect the requirements of the Common Core Standards. In addition, help make recommendations regarding the purchase of instructional materials, as needed.
- Assist in the analysis of formative and summative assessment practices to ensure their effectiveness in monitoring achievement of the Common Core Standards.
- Plan and facilitate summer and on-going training for teachers and administrators on the implementation of the Common Core Standards and Smarter Balanced Assessments
- Assist the instructional specialists, building principals and district in creating and implementing a district Plan based on the Common Core State Standards of Language Arts and Mathematics
- Assist in revisions and updates of the K-6 Common Core State Standards Assessment Notebook for Language Arts and Mathematics
- Attend Instructional Specialist Training and Professional Development

QUALIFICATIONS

Demonstrates the following criteria:

- Demonstrated commitment to students and learning; experience in working with adult learners
- Demonstrated knowledge of curriculum development and program design as related to Response to Instruction/Intervention and the Collaboration Cycle of Effective Instruction
- In-depth experience in best-practices such as Thinking Maps and GLAD Strategies that positively impact instruction and learning pedagogy
- Strong experience in performance assessment
- Excellent communication, presentation and interpersonal skills with demonstrated ability to write clearly and persuasively
- Excellent organization, time management and follow-up skills; high sense of urgency; demonstrated ability to successfully handle multiple projects concurrently; ability to work as a team
- Strong community-building skills; experience in mentoring or coaching teachers
- Computer and Internet search skills
- Highly adaptable, able to be effective and maintain composure in fast pace environment

Ability to:

Communicate effectively in oral and written form, utilizing a simplistic communication mode in ensuring understandable and thorough communication; Establish and maintain cooperative and effective working relationships with others. Organize, evaluate and analyze data and plan actions based on the data collected. Serve as a resource in classroom management, curriculum, instruction, assessment and technology for instructional staff. Display the use of good judgment in making decisions. Train and provide work direction to others. Work independently with little direction. Meet schedules and time lines.

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EXPERIENCE AND EDUCATION

Any combination of experience and training that would likely provide the required knowledge and skill is qualifying. A typical way to obtain the required knowledge and skill would be:

Experience:

- Seven (7) years teaching experience, preferably all years in an elementary setting
- At least two (2) years of elementary coaching experience in working with teachers and principals with demonstrated leadership ability
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Education:

Minimum educational level:

- Bachelor's Degree required
- Master's Degree in Education required

Certification Requirement

Valid California Teaching Credential

Appearance, grooming and personality which establishes a desirable example for pupils and peers. Ability to meet District standards for physical and mental health.

License Requirement

Possession of a valid California Motor Vehicle Operator's License.

Condition of Employment

Insurability by the District's liability insurance carrier