



Board of Education of the City of St. Louis
CAREER OPPORTUNITY

Position Title:	Instructional Support Facilitator
Payroll/Personnel Type:	10.5 Month
Job #:	8959
Reports to:	Principal
Shift Length:	6.5 Hours a Day
Union Eligibility:	Eligible

Position Summary:

The Instructional Support Facilitator is a teacher who has both content and instructional expertise particularly in reading, writing, and/or math. This position facilitates the district’s professional development model by demonstrating lessons, observing classroom instruction, and coaching teacher's one-on-one in tested grades/content areas. The Instructional Facilitator focuses on enhancing teacher ability to provide instruction that **(1) builds student understanding and skills, (2) is academically rigorous, and (3) addresses the curriculum standards and frameworks of effective school improvement planning.** The Instructional Support Facilitator works collaboratively with other instructional leaders to design and deliver professional development as directed.

Essential Functions:

- Research and provide information and guidance regarding a range of effective and innovative instructional practices through various activities
- Conduct or make arrangements for professional development activities for teachers to provide instruction on effective teaching techniques and methods reflecting the district and state standards
- Review the teachers’ lesson plans to critique and provide feedback
- Model effective, differentiated instruction
- Facilitate grade-level meetings with teachers to address various issues
- Provide individualized, classroom-based coaching with teachers to support them in implementing good instructional practices
- Assist teachers in a collaborative model of observation, conversation and lesson demonstration, to analyze and reflect on their practice to promote quality instructional practices
- Respond to inquiries relating to instructional programs from administrators and parents
- Communicate and coordinate activities with the district’s instructional support offices
- Working knowledge of assessment techniques (e.g. formative, summative, informal and formal)
- Work collaboratively and collegially with other instructional leaders, curriculum specialist and district specialist

Knowledge, Skills, and Abilities:

- Deep knowledge of reading, writing, literacy development, and/or math
- Effective communication, collaboration, and interpersonal skills for building an environment with a common instructional focus, promoting initiatives, and conveying expectations
- Ability to model lessons demonstrating best practice instruction
- Ability to support teachers in development of differentiated lessons
- Demonstrated ability to communicate in a professional manner both orally and in writing



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- Experience in analyzing data to plan for instruction
- Demonstrated ability to function as a positive collaborative member of a team
- Demonstrated interest and engagement in professional learning and reflection

Experience:

- A minimum of five years of successful teaching experience at the appropriate grade level including curriculum development experience (required)
- One year of educational leadership experience in order to gain sufficient knowledge to perform the requirements of the position

Education:

- Bachelor's Degree in Education (required)
- Master's Degree (preferred)
- Missouri Teaching Certification (required)

Physical Requirements:

- Must be physically able to operate a motor vehicle
- Must be able to exert up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body
- Light Work usually requires walking or standing to a significant degree

Working Conditions and Environment:

- Work is routinely performed in a typical interior/office environment
- Very limited or no exposure to physical risk

Disclaimer:

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Review/Approvals:

Employee Date

Immediate Supervisor Date

Human Resources Date



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In connection with hiring for this position the district shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, age, disability, veteran status or national origin.