



## Elementary Campus Instructional Facilitator

### **JOB DESCRIPTION**

The Elementary Campus Instructional Facilitator, under the supervision of the Principal, assists campus teachers and administrators in improving instructional practices to increase student achievement

### **EDUCATION AND CERTIFICATION REQUIREMENTS**

- Bachelor's degree; Master's preferred
- Valid Texas teaching certificate
- Minimum of five years experience as an elementary classroom teacher

### **KNOWLEDGE, SKILLS, ABILITIES**

- Knowledge of Balanced Literacy components is essential. Examples of these skills include guided reading, shared writing, how to take running records, etc.
- Skilled at modeling teaching these strategies for other teachers, effective when working with adults, comfortable at delivering staff development, knowledgeable in using data to inform instruction, good understanding of technology
- Familiarity with effective literacy practices, process writing, standards-based mathematics and science, and integrated curriculum
- Strong organizational, communication, and interpersonal skills
- Ability to communicate effectively with administrators and teachers

### **DUTIES AND RESPONSIBILITIES**

1. Assists teachers to develop and evaluate personal goals for effective instruction
2. Teaches classroom demonstration lessons to model effective instruction
3. Observes classroom instruction to provide teachers with constructive feedback to enhance professional growth
4. Assists teachers with evaluations, purchase and use of instructional materials to enhance instruction
5. Assists teachers with development of instructional strategies and curriculum designed to improve instruction and increase student achievement
6. Consults regularly with grade levels to assess instructional programs and to evaluate student achievement
7. Provides and coordinates campus-based professional development activities
8. Works closely with curriculum department staff to ensure coordination of District and campus curriculum and instructional initiatives
9. Communicates effectively with staff, students, parents, and the community by projecting a positive image that enhances the school's mission
10. Coordinates family involvement activities with campus staff
11. Participates in professional growth activities and professional organizations
12. Performs other duties as assigned

### **MENTAL DEMANDS**

Ability to communicate effectively (verbally and written), interpret policy and procedures, reason, understand verbal instructions, analyze, differentiate, memorize, read, coordinate, compile, compute, instruct, and maintain emotional control under stress.

### **PHYSICAL DEMANDS**

Ability to lift and/or carry moderate weight (15-44 pounds), sit, stand walk moderate distances, climb stairs, perform repetitive hand motions, possess visual acuity, travel frequently within the District and some outside the District, may work prolonged or irregular hours.

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**PAY SCALE: Teacher Pay Scale**

**NUMBER OF DAYS: 187**

**The Judson School District considers applicants for all positions without regard to race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition, disability, or any other legally protected status.**

Revised  
12/2/07