



## **RECOMMENDED QUALIFICATIONS**

- Bachelor's degree in Education or related field; Master's degree preferred. Degree must be from an accredited college or university.
- Valid Maryland State Department of Education Standard Professional Certificate, or at least three years of post-secondary teaching experience in an area related to K-12 literacy.
- Three years teaching experience in literacy in K-12 and/or higher education; experience teaching multiple grade levels preferred; urban experience preferred.
- Three years' experience developing and delivering professional development to teachers to support implementation of the Maryland College and Career-Ready Standards for Literacy; district level experience preferred.
- Experience coaching classroom teachers and teacher teams.
- Strong organization and strategic planning skills; ability to balance multiple priorities in a fast paced work environment.
- Strong strategic planning and time management skills.
- Demonstrated knowledge of research-informed best literacy instructional practices.
- Demonstrated capacity to provide feedback, coaching and professional development to improve knowledge, skills and outcomes in other teachers.
- Demonstrated knowledge of adult learning theory including coaching, leading professional learning communities, facilitating teacher teams and developing and leading professional development.
- Demonstrated knowledge of the Maryland College and Career-Ready Standards for Literacy.
- A commitment to educational equity.
- Excellent verbal and written communication skills.
- Proficient in the use of multiple computer applications including, but not limited to, Microsoft Office Suite.

## **DESIRED QUALIFICATIONS**

- Advanced coursework in literacy at the graduate level beyond initial teacher preparation.
- Demonstrates specialized literacy knowledge and skills including reading and writing processes and acquisition.
- Advanced coursework and/or demonstrates specialized knowledge of adult learning principles.
- Evidence of setting goals based on multiple data points (e.g. data, student work and behavior, teacher actions, teacher knowledge and skills).
- Evidence of progress monitoring and benchmarking progress toward goals.
- Understanding of one or more coaching models and how they achieve results.
- Demonstrated interpersonal skills and disposition that enable the coach to build strong relationships and foster community and collaboration in teacher teams and the greater school community.
- Experience achieving gains with adults through a non-evaluative approach that prioritizes capacity building with accountability.
- Ability to collaborate with school leaders and lead both directly and through influence to support effective goal-setting, implementation and execution of goals and plans.
- Ability to evaluate trends and needs and scale solutions by designing and providing professional development to larger groups of teachers sharing the same need.
- Willingness to invest in the school community and participate in school functions and related activities as a member of the school community.

**SALARY RANGE:** \$85,000 to \$100,000

## **PERFORMANCE RESPONSIBILITIES: OTHER DUTIES AND RESPONSIBILITIES**

- Performs other duties as assigned.

## **PHYSICAL DEMANDS**

- Light work, exerting up to 25 pounds of force occasionally, and/or up to 10 pounds of force frequently.
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**WORK ENVIRONMENT**

- Not substantially exposed to adverse environmental conditions.

**EVALUATION**

- Performance of this position will be evaluated in accordance with the provisions of Board policy on evaluation of personnel.

**NOTICE OF NONDISCRIMINATION**

- Baltimore City Public Schools does not discriminate in any aspect of employment on the basis of race, color, ancestry or national origin, religion, sex, sexual orientation, gender identity, gender expression, marital status, disability, veteran status, genetic information, or age. For inquiries regarding the nondiscrimination policies, please contact the Equal Employment Opportunity Manager, 200 E. North Avenue, Room 208, Baltimore, MD 21202; 410-396-8542 (phone); 410-396-2955 (fax).

The above is intended to describe the essential content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.

**How to Apply:**

**Prospective applicants should follow the instructions on the [City Schools website](#) for candidates new to City Schools to set up an account. Once an account is created, all currently available positions will be visible and sortable. If you have questions, please contact [LKJones@bcps.k12.md.us](mailto:LKJones@bcps.k12.md.us).**

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