



The School District of Osceola County, Florida

POSITION DESCRIPTION

TITLE: Elementary Instructional Trainer

QUALIFICATIONS:

1. Bachelor's Degree or higher with a valid Florida teaching certificate; Florida Reading Endorsement and Master's Degree desirable.
2. A minimum of five years of successful teaching experience; one year experience as a grade-level chair, team leader, resource teacher or instructional coach is desirable.
3. Must demonstrate competency in planning and facilitating staff development.

REPORTS TO: Director of Elementary Curriculum and Instruction

POSITION GOAL: This position is a district-based teacher on assignment who facilitates job embedded professional development in all curriculum areas. In collaboration with principals, school leadership, and other stakeholders, this position supports the goal of building staff capacity to meet system-wide and local school initiatives to increase student learning.

PERFORMANCE RESPONSIBILITIES:

1. Provide professional development and technical assistance on the implementation of newly adopted core programs to administrators, coaches, teachers and other personnel.
2. Assist elementary schools in the implementation of program changes.
3. Provide ongoing school support in order to monitor programs and assist teachers with instructional resources.
4. Customize professional development based on school need.
5. Collect and compile data to evaluate current programs and projects.
6. Participate in the examination, selection, and adoption of textbooks and related instructional materials to be utilized by the district.
7. Retain a log of services rendered for school support.
8. Participate in professional development to build and enhance skills.
9. Participate in district, local and state meetings as appropriate.
10. Facilitate the integration of program materials across the disciplines.
11. Perform other duties and responsibilities as assigned by supervisor.

TERM OF EMPLOYMENT: Ten (10) months – Teacher Salary Schedule

EVALUATION: Performance in this position will be evaluated by the Director of Elementary Curriculum and Instruction