

**TITLE:** Instructional Partner

**QUALIFICATIONS:**

1. Minimum of a Bachelor's degree (Master's or higher preferred) in Elementary or Secondary Education
2. Minimum of three years successful classroom teaching experience
3. Current Alabama Teaching Certificate

**REPORTS TO:** School Level - Principal  
District Level - Assistant Superintendent of Instruction

**JOB GOAL:** To provide support leading to improved instructional practice and instructional technology integration, thus increasing student achievement.

**CONTRACT:** 10-month Teacher Salary

**PERFORMANCE RESPONSIBILITIES:**

1. Act as a growth agent in the school to build a collaborative culture of learning among adults and students
2. Support and guide teachers through regular classroom visits
3. Facilitating professional conversations and collaboration concerning research-based instructional best practices, student achievement, and instructional technology integration between and among teachers and leaders
4. Working closely with classroom teachers and school leaders to plan, organize, and model research-based best practices and instructional technology to improve the overall instructional program
5. Assist teachers and leaders in analyzing and disaggregating classroom, local and state assessment data to inform instruction and make necessary adjustments to improve student learning
6. Planning, facilitating, leading, and participating in building level embedded professional development while encouraging team building, peer partnering/coaching, and a positive school culture
7. Developing and leading K-12 district professional development at the Florence City Schools Technology and Professional Development Center
8. Promoting, developing, and initiating vertical and horizontal teaming to enhance instruction and student learning
9. Participating in coaching cycles with teachers to increase the use of instructional best practices and to promote authentic use of instructional technology
10. Providing differentiated assistance to teachers and leaders based on individual instructional needs as identified through multiple data sources (informal classroom observation, student achievement, formative assessment, etc.)
11. Assisting in the implementation of the components of the Continuous Improvement Plan that are directly related to instruction and/or technology
12. Identify and empower teacher leaders
13. Model during co-teaching, coaching cycles, leading professional development, etc. the appropriate use of instructional best practices and technology to enhance and extend instruction and student learning
14. Communicating and collaborating with Assistant Superintendent of Instruction and the Director of Instruction, Innovation and Technology to determine technology hardware/applications needed to enhance classroom instruction

15. Communicating and collaborating with Assistant Superintendent of Instruction and content specialists to determine curriculum needed to enhance classroom instruction
16. Willingness to participate in professional development opportunities to increase competencies in partnership, data to inform instruction, coaching cycles, curriculum, instructional technology, etc., to effectively fulfill duties
17. Willingness to complete other duties as assigned.

Florence City Schools

Approved by Florence City Board of Education: July 30, 2015